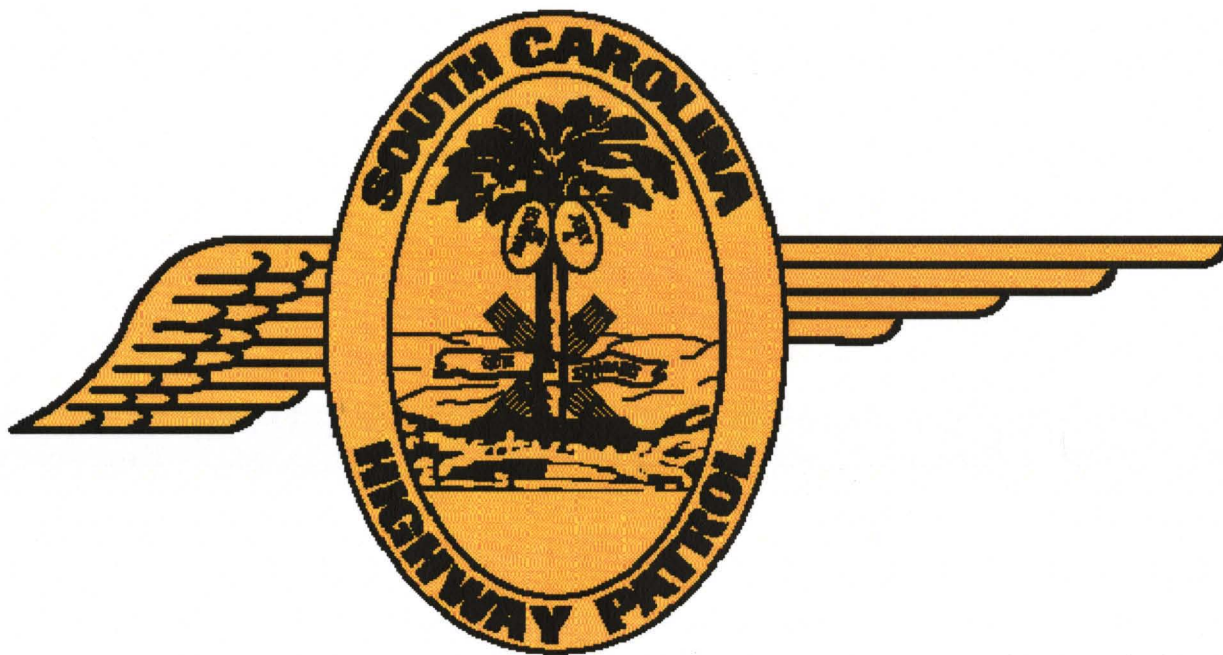


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South Carolina Department of Public Safety



Accrued Annual Leave: Earned, Used and Lost

Class of 2009 CPM Project

Prepared By

James C. Filyaw

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Accrued Annual Leave: Earned, Used, and Lost

Problem Statement

At the end of 2007 uniformed personnel of the South Carolina Highway Patrol (SCHP) assigned to Troop Seven (Aiken, Allendale, Barnwell, Bamberg, Hampton, Calhoun and Orangeburg Counties) lost 1,323.59 hours of annual leave. This equals 165.45 eight hour days; this leave is lost when the total hours of accrued leave exceeds the maximum amount allowed to be carried over to the next year as noted in Appendix 2. If the average employee works 220 eight hour days in a year, this equates to 75% of one trooper's yearly work time lost in one of the smallest Troops in the state. How widespread is this problem? Is it a statewide issue? Can it be fixed?

Since I joined the Highway Patrol in 1983, the loss of earned leave has been a topic of conversation among the members of the organization. As I rose through the ranks from first-line supervisor to post commander, I experienced first hand the problems associated with requesting, scheduling and using earned leave.

With the total number of uniformed personnel at moderate levels and the ever increasing demands on public service, along with the required increased presence of law enforcement during holiday periods, it's time for a serious look at this issue and the affects it has on the Highway Patrol. Does losing earned leave have an adverse affect on

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With the total number of uniformed personnel at moderate levels and the ever increasing demands on public service, along with the required increased presence of law enforcement during holiday periods, it's time for a serious look at this issue and the affects it has on the Highway Patrol. Does losing earned leave have an adverse affect on

a trooper's performance? Can better planning and more effort on the employee's part, as well as the supervisors', lessen the loss of this earned time? Is manpower and leave lost directly proportional? At what stage of their career does a trooper begin losing annual leave (AL)? If earned and allowed use of leave is an important part of the agency's' benefits package, can the Highway Patrol improve on rewards reaped by the agency if this program is better monitored and utilized?

The objective of this project is to review the department's annual leave program and the results of the current application of this program. Can we determine improved strategies to maximize the department's leave program to benefit the employees and the South Carolina Highway Patrol?

Data Collection

Listed below is the material/data collected and analyzed to support the findings of this report. The purpose is to assist with determining if improvement of the current process is possible. Operational Definitions associated with this project are located in (Appendix 1.)

(1) South Carolina HR Regulations -709 Regulations that Govern Annual Leave

<http://www.ohr.sc.gov/OHR/regs01/709.htm>

(2) University of New York at Oswego Survey-Health Benefits From Vacation

Vacations May Improve Your Health, Results Of Study by Doctors Brooks B.

Gump and Karen A. Matthews

(3) Expedia –Harris Interactive Survey www.expedia.com/vacationdeprivation

(4) Leave Policies for the States of North Carolina and Tennessee

<http://www.osp.state.nc.us/manuals/man5.html>

Tennessee Department of Personnel

(5) SCDPS HR – Information on available manpower per Troop 2005-2007

(6) SCDPS HR – Annual Leave Lost per Troop per year 2005-2007 (Leave Pool
Donations)

(7) Post Commander Survey-Data reference leave request requirements; how often is
it denied and efforts to reschedule denied leave. How important is AL to the
benefits package?

This Study Will

(1) Utilize this data to determine how wide spread the problem of leave loss is.

(2) Compare available manpower per troop per year for 2005-2007 to leave loss.

Are the two related, does troops with more manpower lose more or less leave
time?

(3) Utilize a survey to determine how far in advance leave is requested, how often it
is denied by Post Commanders.

(4) Look at the benefits of utilizing vacation time. Health benefits, improved

performance from well rested employees.

- (5) Examine whether or not leave lost by troopers reflect the norm for workers in this country?
- (6) How generous are South Carolina's state employees' leave benefits?
- (7) If a generous leave program is an enticement for new employees, can we improve the benefits for both the employees and the organization?
- (8) Are the years of service and the amount of leave lost related? The more leave earned the more leave lost?

Data Analysis

The earning and use of annual leave (vacation time) for employees of the South Carolina Highway Patrol are governed by the State's Human Resources Regulations Section 709 (Appendix 2). These regulations allow a full time employee (FTE) to accrue up to 60 days of annual leave and carry over a maximum of 45 days from one year to the next. When these requirements are compared to the plans utilized by the states of North Carolina¹ and Tennessee² they are similar, but more generous in the area of allowed accrued time.

It takes time for employees to build up the maximum amount of allowed leave; this means the loss of leave affects senior employees more than new hires. The earliest a trooper begins losing annual leave time is five to six years into their career. This can be

1 North Carolina Office of State Personnel Vacation Leave Policy – 2 Tennessee Department of Personnel

verified by the service dates provided in the OHR data. The latest hire dates for troopers who lost leave is 2003. (Appendix 3)

The loss of annual leave is widespread throughout the nine troops of the Highway Patrol. The DPS Office of Human Resources provided data of available manpower and leave loss for the years 2005 thru 2007. The current Department Organizational Chart provided the information needed to determine maximum allotted manpower for each troop. The tables below indicate this information on a troop basis for 2005 thru 2007. (Appendix 3)

TROOP ONE							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	202	111	39	1418.43	177.30	63.00	7.88
2006	202	106	38	1934.22	241.78	101.68	12.71
2007	202	114	36	1969.41	246.18	122.00	15.25

TROOP TWO							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	90	71	20	343.64	42.96	80.00	10.00
2006	90	65	21	681.24	85.16	0.00	0.00
2007	90	72	20	668.85	83.61	0.00	0.00

TROOP THREE							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	238	155	25	729.59	91.20	0.00	10.00
2006	238	161	50	1732.67	216.58	0.00	0.00
2007	238	165	35	1515.47	189.43	87.36	10.92

TROOP FOUR							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	127	87	26	368.29	46.04	48.00	6.00
2006	127	89	24	609.19	76.15	0.00	0.00
2007	127	99	24	532.65	66.58	120.00	15.00

TROOP FIVE							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	179	116	29	1036.70	129.59	0.00	0.00
2006	179	123	28	1133.34	141.67	0.00	0.00
2007	179	136	44	1636.92	204.62	306.90	38.36

TROOP SIX							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	146	90	28	939.63	117.45	131.66	16.46
2006	146	93	28	935.39	116.92	160.66	20.08
2007	146	97	23	831.02	103.88	80.00	10.00

TROOP SEVEN							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	112	56	37	2099.76	262.47	25.00	3.13
2006	112	61	30	1491.42	186.43	0.00	0.00
2007	112	65	25	1323.59	165.45	40.00	5.00

TROOP EIGHT							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	72	31	20	640.54	80.07	60.00	7.50
2006	72	30	19	655.67	81.96	0.00	0.00
2007	72	58	22	665.48	83.19	0.00	0.00

TROOP NINE and HEADQUARTERS							
Year	Total Allotted Manpower	Available Manpower	Number of Troopers Lost Leave	Total Hours	Eight Hour Days	Pool Donation Hours	Pool Donation Days
2005	81	54	39	882.82	110.35	187.89	23.49
2006	81	52	37	1179.17	147.40	289.42	36.18
2007	81	52	47	1280.53	160.07	768.00	96.00

The total eight hour leave days lost by troopers in the three years reviewed were 3654.46 and there was another 333.95 days donated to the Department's leave pool. This loss of leave varied by troop as well as by year with the minimum troopers that lost leave in a given year at 16 % in Troop Three during 2005 and the maximum loss at 90 % in Headquarters during 2007. (Appendix 3 – Graphics)

The amount of leave time lost does appear to be related to the available manpower, but as the increase in manpower has been subtle, so have the minor increases in leave losses. The increases and decreases are slight and do not always hold true. Statewide in 2005, a total of 285 troopers or 37 % lost leave time. In 2006 there were 277 troopers or 35 % who lost time and in 2007 the number dropped to 276 or 32 %. These numbers are almost perfectly aligned with the national averages for loss of vacation time by American workers.¹

However in Troop Seven, the number of troopers who lost leave during the three years reviewed was well above the average for the other Troops that handle direct calls for service (Troops 1-7) and the national average. Troop Seven had the state's lowest manpower ratio for the three years studied with 50% of allotted manpower in 2005 and 66% of the troopers lost leave. In 2006, Troop Seven was operating at 54.4% available

¹ Expedia, International Vacation Deprivation Survey 2008

manpower and 49.1 % of the troopers lost time. With manpower increasing in 2007 to 58%, only 38.4 % lost time. Troop One only had 52% of their allotted manpower in 2006 and, during that year, the number of troopers who lost leave reached 35.8%. These were the highest numbers across the state outside the special units (MAIT, ACE and HQ).

The number of troopers who lose leave may be directly related to manpower, but the amount of leave lost by individual troopers may be the key to massive leave time loss. The hours of leave lost by individual troopers varied and were as low as one hour and as much as 180 hours. When the leave lost data was reviewed for 2005 thru 2007, the maximum variation in the number of troopers losing leave in a single troop was 25. (Troop 3 in 2005, 25 troopers lost leave in that same Troop in 2006, 50 lost leave) The maximum variation in leave days lost during these three years was 125.3 also in Troop 3. (Appendix 3) This indicates the amount of leave lost is more related to time lost by the individual than the number of employees who lose leave.

Expedia conducted its eighth annual global vacation deprivation survey in 2008. This survey revealed that American workers earn less vacation time (on average 14 days) than most European Countries. They also use less of that time than the Europeans. About one third of employed U.S. adult workers (31%) do not take all the vacation time they receive in a year. Some of the issues that determine leave use are the need to schedule the time in advance, pay back for vacation time not used and their work life is too busy and

hard to get away from. U. S. workers give back 460 million vacation days each year.¹

A survey completed by approximately one half of the Post Commanders in the state indicated that most consider annual leave an important part of the trooper's benefits package. It also indicated they almost never deny a leave request, and when they do, they always attempt to reschedule by encouraging the employee to re-submit their request for different days. In a large organization, it is important that requested leave is approved based on the same priorities, as the survey reflects the Post Commanders are basing their decisions to approve or deny leave on the same factors. Leave approval state- wide is being determined by available manpower, special events and other leave requests.

(Appendix 4)

Workers utilizing vacation leave time reap rewards from the time away from work. A survey conducted by the State University of New York at Oswego revealed that men who take vacations every year reduce their overall risk death by heart disease by 30%.²

The impact of time off affects the employee and the employer in significant ways. For employees, vacations can affect health costs, employee productivity, and performance. Without adequate time off, we are all subject to burnout, which includes

1 Expedia, International Vacation Deprivation Survey 2008

2 2000 Vegetarian Times Inc

The utilization of this accrued leave is administered in a very similar fashion in all four of the surveyed Troops. The amount of leave lost per troop varies yearly, with numerous factors affecting the leave loss. Manpower shortages have an affect on employee's ability to take accrued leave, but it takes large deviations in available manpower for it to be a critical factor.

Post Commanders are responsible for monitoring and administering acceptable use standards for annual leave requested and used. Policy and Department Regulations dictate how leave requests are processed and individual efforts by Post Commanders around the state indicates a fair and impartial process is being utilized.

Use of leave is beneficial to employee and the employer alike. Rested employees are more focused and perform at a higher standard. Allowing employees to take advantage of their entitled benefits is expected and required by the department.

The loss of annual leave begins around the fifth or sixth year of employment at the earliest. Proper efforts to manage one's accrued leave and use of this benefit may rest with the individual. New employees who use little or no leave during their first few years of employment are setting up a scenario to become part of the national average, 31% of personnel that lose leave time. With the Department's guidelines and the supervisor's management efforts providing ample opportunity to utilize this benefit, employees may

be wasting this resource.

Implementation Plan

To better utilize the benefits provided by the department's annual leave program, employees should be encouraged by supervisors to plan their leave and submit leave request, with ample advance notice. These requests should be recorded and reviewed by Post Commanders throughout the year when approving or denying leave for individual troopers. Sometimes, the same trooper request, multiple periods of time off at once and, when another employee submits just one, he could be denied if the decision is based on who asked first. Since initiation of the leave use process begins with the employee, it is ultimately their responsibility to manage their earned leave and track its use. Each employee is provided with a leave statement monthly which indicates all leave, earned and used. This statement should be provided to the Post supervisor so he/she can evaluate how much time has been used and how much time needs to be used to avoid a trooper losing time.

Management is the key to reducing loss of annual leave; supervisors should mentor their subordinates and encourage new employees to begin use of their accrued leave at an earlier stage in their career. Stockpiling leave quickly leads to the loss of leave time. Supervisors often look at the use of leave time as absence of personnel, when, in essence, they should keep in mind the benefits the department could receive from troopers utilizing their leave. Stress relieved, well rested, and more focused employees

should reduce complaints from the public, reduce poor or improper decisions and result in more productive employees.

The Highway Patrol is required to provide sufficient manpower to answer calls for service on a 24 hour a day basis. When manpower is restricted or reduced through attrition and retirement incentives, the ability of the Post Commander to approve annual leave is affected. Proper planning by the employee and approval by the supervisor is required to eliminate the leave loss issue currently affecting the department. Communication between the employee and supervisor regarding leave requests will assist employees in rescheduling any denied leave requests.

Evaluation Method

The data required to verify the amount of leave lost on a yearly basis can be derived from the trooper's first leave statement of the New Year. This document indicates all leave earned, used and carried over, so determining a trooper's leave status can be easily verified. Post Commanders will require subordinate employees to provide this information. The Department's Office of Human Resources can also provide all the data necessary for analysis of leave status by troop if needed. The fair application of the Department's leave program depends on the Post Commanders maintaining records of leave requests, when submitted, approved or denied, chronological order of the request and how many request each employee has submitted. These records should be studied semi-annually to ensure all employees are provided equal opportunity to utilize their

accrued leave.

Summary and Recommendations

The Department of Public Safety's Annual Leave Regulations are very beneficial and, when compared to the national average, provides more time off than most leave programs. The employee's ability to take advantage of these benefits is affected by workload and available manpower, but these factors play a much smaller part than it originally appeared. Unless manpower levels drop drastically to around 50% or workload increases due to a natural disaster or similar event, the affects are minimal and can not be blamed for any major leave loss.

The use of annual leave (vacation time) or more importantly the loss of leave time within DPS, is very similar to the national findings in the Expedia Survey. During 2005, 2006 and 2007, the range of troopers losing annual leave varied from 32% to 37%, it was not much higher than the national average of 31%. Using one's leave has to be important to the employee before the supervisor can assist in managing that benefit. The amount of leave time lost is more dependent on how much time is lost by individual employees than the number of troopers losing the time. Individual management and communication with Post supervisors is the key to successful utilization of accrued leave.

APPENDICES

1. Operational Definitions
2. South Carolina HR Regulations-709
3. SCDPS HR-Information on Available Manpower per Troop 2005-2007
SCDPS HR-Annual Leave Lost per Troop per Year 2005-2007 (Leave
Pool Donations) Graphics
4. Post Commander Survey-Annual Leave Request/Use ///Post Commander
Survey Results

SECTION 709

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[19-709](#) | [19-709.01](#) | [19-709.02](#) | [19-709.03](#) | [19-709.04](#) | [19-709.05](#) | [19-709.06](#)

19-709 ANNUAL LEAVE

SCOPE AND PURPOSE

This Regulation governs the annual leave policies for employees in [full-time equivalent \(FTE\)](#) positions. ([29 USC ♦ 2601](#))

[Return to Top](#)

19-709.01 ELIGIBILITY

- A. Annual leave shall be earned by and granted to:
 - 1. Full-time employees in FTE positions, and ([S.C. Code Ann. ♦ 8-11-610](#))
 - 2. Part-time employees in FTE positions who are:
 - a. Scheduled to work at least one-half the workweek of the agency on a 12 month basis, or
 - b. Scheduled to work the equivalent of one-half of the workweek during the full school or academic year of nine months or more.
- B. This Regulation shall not apply to teaching personnel and officials of academic rank at institutions of higher learning. ([S.C. Code Ann. ♦ 8-11-680](#))

[Return to Top](#)

19-709.02 ANNUAL LEAVE EARNINGS

- A. Computation
 - 1. Employees who are in pay status one-half or more but not all of the [workdays](#) of the month shall earn annual leave for the full month. If they are in pay status for less than one-half the workdays, they shall earn no annual leave. ([S.C. Code Ann. ♦ 8-11-660](#))

2. Employees shall earn annual leave while on annual leave, sick leave, or other authorized leave with pay. Employees shall not earn annual leave while on leave without pay.
3. Employees' annual leave earnings are computed based on the number of hours in the employee's workday.
4. Employees' annual leave earnings are based on the employee's leave accrual date. The leave accrual date reflects:
 - a. All State service in an FTE position, including part-time service, adjusted to reflect periods of leave without pay of over 30 consecutive workdays and periods when there was a break in service;
 - b. All service as a certified employee in a permanent position of a school district of this State; and
 - c. At the discretion of the agency head or his designee, all service in any temporary capacity counted towards the employee's probationary period. (Refer to Section 19-704.02 D. 2.)

B. Rate of Earnings

1. Five-Day Workweek Schedule of 37.5 or 40 Hours Per Week

- a. To determine the number of hours in a workday, divide the total number of hours an employee is regularly scheduled to work during a week by five (regardless of the number of days the employee actually reports to work). (S.C. Code Ann. § 8-11-650)

b. Service of Ten Years or Less

Employees on a five-day workweek schedule with service time of less than ten years shall earn annual leave at the rate of 1 workday per month of service in each calendar year. (S.C. Code Ann. § 8-11-610) (See Chart #1 and Chart #2 below.) In addition, all service as a certified employee in a permanent position of a school district of this State must be used to calculate the leave accrual date.

c. Service of More Than Ten Years

Employees on a five-day per workweek schedule with State service time of more than ten years shall earn a bonus of 1 workdays of annual leave for each year of service over ten years. (S.C. Code Ann. § 8-11-610) (See Chart #1 and Chart #2 below.) In addition, all service as a certified employee in a permanent position of a school district of this State must be used to calculate the leave accrual date. (S.C. Code Ann. § 8-11-640) The annual leave earnings based upon State service time of over ten years shall be granted to employees on a calendar month basis beginning the month after their leave accrual date.

CHART #1

Five Days, 37.5 Hours Per Workweek Schedule
(may be rounded to the nearest two decimal places)

Earning Rate		
Years of Service	Days Per Year	Hours Per Month
1-10	15.00	9.375
11	16.25	10.156
12	17.50	10.937
13	18.75	11.718
14	20.00	12.500
15	21.25	13.281
16	22.50	14.062
17	23.75	14.843
18	25.00	15.624
19	26.25	16.406
20	27.50	17.187
21	28.75	17.968
22 & over	30.00	18.750

[Return to Top](#)

CHART #2 Five Days, 40 Hours Per Workweek Schedule <i>(may be rounded to the nearest two decimal places)</i>		
Earning Rate		
Years of Service	Days Per Year	Hours Per Month
1-10	15.00	10.000
11	16.25	10.833
12	17.50	11.666
13	18.75	12.500
14	20.00	13.333
15	21.25	14.167
16	22.50	15.000
17	23.75	15.833
18	25.00	16.667
19	26.25	17.500
20	27.50	18.333
21	28.75	19.167

22 & over	30.00	20.000
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[Return to Top](#)

2. Schedules Other Than a Five-Day Workweek of 37.5 or 40 Hours Per Week

All employees earn the number of days per year based on their years of service. However, the earning rate in hours per month varies according to the length of the workday. If the workday differs from eight hours, divide the number of hours in the workday by eight, then multiply this ratio by the earnings rate in the last column of Chart #2 above. (S.C. Code Ann. ♦ 8-11-650)

Examples of such schedules could include:

- Law enforcement employees who are regularly scheduled to work 43 hours per week. Forty-three hours divided by five equals a workday of 8.6 hours;
- Fire protection employees who are regularly scheduled to work 53 hours per week. Fifty-three hours divided by five equals a workday of 10.6 hours;
- Part-time employees who are regularly scheduled to work 20 hours per week. Twenty hours divided by five equals a workday of four hours; or
- Full-time employees who are regularly scheduled to work 39 hours per week. Thirty-nine hours divided by five equals a workday of 7.8 hours.

C. Maximum Accrual and Carryover

- Employees shall be permitted to carryover from one calendar year to the next any unused annual leave up to a total accumulation of 45 workdays; EXCEPT THAT, employees of an agency which provided for maximum accumulation in excess of 45 workdays as of June 2, 1972, shall not forfeit the excess, but shall retain excess leave which shall be the maximum amount the employee may carryover into future years. If the employee subsequently reduces the amount of such leave carried over, the reduced amount, if in excess of 45 workdays, shall become the employee's maximum carryover into future years. If the employee further reduces the amount of such leave carried over to 45 workdays or less, 45 days shall become the maximum amount of unused annual leave the employee may thereafter carryover. During the calendar year, an employee may earn annual leave in excess of the 45 workdays; however, the employee may only carryover 45 days to the next calendar year. (S.C. Code Ann. ♦ 8-11-610)
- An employee who changes from being full-time to part-time or from part-time to full-time, without a break in service, shall retain the annual leave hours previously earned. If this change results in the employee having a maximum accumulation in excess of 45 workdays as of the effective date of the change, the employee shall not forfeit the excess. The employee shall retain this excess leave which shall be the maximum amount the employee may carryover into future years. If the employee subsequently reduces the amount of such leave carried over, the reduced amount, if in excess of 45 workdays, shall become the employee's maximum carryover into future years. If the employee further reduces the amount of such leave carried over to 45 workdays or less, 45 days shall become the maximum amount of unused annual leave the employee may thereafter carryover. During the calendar year, an employee may earn annual leave in excess of the 45 workdays; however, the employee may only carryover 45 days to the next calendar year. (S.C. Code Ann. ♦ 8-11-610)

[Return to Top](#)

19-709.03 USING AND SCHEDULING ANNUAL LEAVE

A. Leave taken under this Section may qualify as Family and Medical Leave Act (FMLA) leave and, if so, will run concurrently. (29 USC ♦ 2601)

B. Scheduling Leave

1. To the degree possible, an employee's request for a specific period of annual leave shall be approved. Agencies may consider workloads and similar factors when reviewing the requests.
2. Agency approval is required for the specific periods the employee shall be on annual leave, to include beginning and ending dates and computation of total hours.

C. Maximum Days Used Per Year

1. The maximum number of earned days of annual leave that may be used in any one calendar year shall not exceed 30 workdays. (S.C. Code Ann. ♦ 8-11-610)
2. Exception
 - a. For Family and Medical Leave Act qualifying reasons, an agency may allow an employee who has used all eligible sick leave and 30 days of annual leave to use any remaining annual leave for:

(1) Emergencies or serious health conditions of the employee; (S.C. Code Ann. ♦ 8-11-670)

(2) Emergencies or serious health conditions of the employee's immediate family. (Immediate family is defined in Section 19-712.01 J.1.b.(3))

- b. An employee may request review by the State Human Resources Director the denial of the use of annual leave as provided in this Section.

D. Increments for Use of Annual Leave

Use of annual leave shall be calculated at either the actual time or in quarter hour increments.

E. Holiday During Leave

When a holiday is observed by the agency while an employee is using annual leave, the day shall be considered a holiday, not a day of annual leave for the employee.

[Return to Top](#)

19-709.04 TRANSFER FROM ONE STATE AGENCY TO ANOTHER

- A. An employee who transfers without a break in service from one agency to another shall transfer earned annual leave. (S.C. Code Ann. ♦ 8-11-640)

- B. When a full-time employee transfers to an agency that has a different workday, his annual leave at the transferring agency shall be converted to equivalent days of annual leave at the receiving agency.
- C. When an employee transfers from a position in which he earns both sick and annual leave to a teaching position of academic rank at a State supported institution of higher learning, the employee shall be paid for earned annual leave according to [Section 19-709.05](#).
- D. When the employee with a maximum carryover in excess of 45 workdays transfers from one agency to another, the employee shall retain the higher maximum carryover at the receiving agency. If the employee subsequently reduces the amount of such leave carried over, the reduced amount, if in excess 45 workdays, shall become the employee's maximum carryover into future years. If the employee further reduces the amount of such leave carried over to 45 workdays or less, 45 days shall become the maximum amount of unused annual leave the employee may thereafter carryover. During the calendar year, the employee may earn annual leave in excess of the 45 workdays; however, the employee may only carryover 45 days to the next calendar year. ([S.C. Code Ann. § 8-11-610](#))

[Return to Top](#)

19-709.05 PAYMENT UPON SEPARATION FROM EMPLOYMENT

Upon [separation](#) from State employment, a lump sum payment will be made for unused annual leave, not to exceed 45 days, unless a higher maximum is authorized under [Section 19-709.02 C.](#), and without deducting any earned leave taken during the calendar year in which the employee separates. Upon the death of an employee while in active service, the estate of the deceased employee shall be entitled to the lump sum payment not to exceed 45 days. ([S.C. Code Ann. § 8-11-620](#); Littlefield vs. SC Forestry Commission)

Exception - Refer to [Section 19-719.01 B. 2. \(Exceptions\)](#).

[Return to Top](#)

19-709.06 RECORDS

- A. The agency shall maintain all annual leave records for each employee eligible for annual leave. ([S.C. Code Ann. § 8-11-680](#)) Such records must include at least the following:
 - 1. The annual leave accrual rate for each employee;
 - 2. The number of annual leave hours earned and used during the current calendar year;
 - 3. The number of annual leave hours carried forward from the previous calendar year, but not exceeding the maximum accrual authorized;
 - 4. The number of hours in the employee's workweek and workday; and
 - 5. The number of hours paid out upon separation.

- B. Annual leave records shall be reviewed by or reported in writing to the employee no less than once per calendar year and be supported by the individual leave forms signed by the employee and the agency designee.

[Return to Top](#)

RUN DATE: JAN 01 2005
 RUN TIME: 06:22 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 1
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
2101 - HWY PATROL TROOP 1							
<u>NON-SUPERVISORY</u>							
TROOPER	0	0	2	0	0	0	2
TROOPER 1ST CLASS	11	0	3	0	0	0	14
SR TROOPER	10	1	0	0	0	0	11
LANCE CORPORAL	38	3	8	1	0	0	50
SUB-TOTAL	59	4	13	1	0	0	77
<u>SUPERVISORY</u>							
CORPORAL	12	0	4	0	0	0	16
SERGEANT	8	0	0	0	0	0	8
1ST SERGEANT	2	0	2	0	0	0	4
LIEUTENANT	4	0	1	0	0	0	5
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	27	0	7	0	0	0	34
	86	4	20	1	0	0	111
2102 - HWY PATROL TROOP 2							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	2	0	0	0	0	0	2
SR TROOPER	7	1	1	0	0	0	9
LANCE CORPORAL	34	0	1	0	0	0	35
SUB-TOTAL	43	1	2	0	0	0	46
<u>SUPERVISORY</u>							
CORPORAL	9	0	1	0	0	0	10
SERGEANT	5	1	0	0	0	0	6
1ST SERGEANT	3	0	0	0	0	0	3
LIEUTENANT	4	0	1	0	0	0	5
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	21	1	3	0	0	0	25
	64	2	5	0	0	0	71
2103 - HWY PATROL TROOP 3							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	11	0	1	0	0	0	12
SR TROOPER	14	0	0	0	0	0	14
LANCE CORPORAL	83	2	5	0	1	0	91
SUB-TOTAL	108	2	6	0	1	0	117
<u>SUPERVISORY</u>							
CORPORAL	19	0	1	0	0	0	20
SERGEANT	5	2	2	0	0	0	9
1ST SERGEANT	4	0	0	0	0	0	4
LIEUTENANT	2	0	2	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	31	2	5	0	0	0	38
	139	4	11	0	1	0	155

RUN DATE: JAN 01 2005
 RUN TIME: 06:22 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 2
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
2104 - HWY PATROL TROOP 4							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	3	0	0	0	0	0	3
SR TROOPER	12	0	0	0	0	0	12
LANCE CORPORAL	40	1	0	0	0	0	41
SUB-TOTAL	55	1	0	0	0	0	56
<u>SUPERVISORY</u>							
CORPORAL	12	0	2	0	0	0	14
SERGEANT	8	0	0	0	0	0	8
1ST SERGEANT	2	0	2	0	0	0	4
LIEUTENANT	4	0	0	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	27	0	4	0	0	0	31
	82	1	4	0	0	0	87
2105 - HWY PATROL TROOP 5							
<u>NON-SUPERVISORY</u>							
TROOPER	1	0	0	0	0	0	1
TROOPER 1ST CLASS	9	0	1	0	0	0	10
SR TROOPER	12	1	2	0	0	0	15
LANCE CORPORAL	46	1	9	0	0	0	56
SUB-TOTAL	68	2	12	0	0	0	82
<u>SUPERVISORY</u>							
CORPORAL	13	0	2	0	0	0	15
SERGEANT	5	1	2	0	1	0	9
1ST SERGEANT	3	0	2	0	0	0	5
LIEUTENANT	1	0	3	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	23	1	9	0	1	0	34
	91	3	21	0	1	0	116
2106 - HWY PATROL TROOP 6							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	4	0	0	0	2	0	6
SR TROOPER	7	0	2	0	0	0	9
LANCE CORPORAL	37	3	7	1	1	0	49
SUB-TOTAL	48	3	9	1	3	0	64
<u>SUPERVISORY</u>							
CORPORAL	8	0	3	1	1	0	13
SERGEANT	4	0	3	0	0	0	7
1ST SERGEANT	2	0	1	0	0	0	3
LIEUTENANT	2	0	0	0	0	0	2
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	17	0	7	1	1	0	26
	65	3	16	2	4	0	90

RUN DATE: JAN 01 2005
 RUN TIME: 06:22 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 3
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
2107 - HWY PATROL TROOP 7							
<u>NON-SUPERVISORY</u>							
TROOPER	1	0	0	0	0	0	1
SR TROOPER	4	0	1	0	0	0	5
LANCE CORPORAL	19	0	7	0	1	0	27
SUB-TOTAL	24	0	8	0	1	0	33
<u>SUPERVISORY</u>							
CORPORAL	7	0	3	0	1	0	11
SERGEANT	3	1	1	0	0	0	5
1ST SERGEANT	2	0	1	0	0	0	3
LIEUTENANT	1	0	2	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	13	1	8	0	1	0	23
	37	1	16	0	2	0	56
2108 - HWY PATROL HDQTS							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	1	0	0	0	0	0	1
LANCE CORPORAL	10	0	2	0	0	0	12
SUB-TOTAL	11	0	2	0	0	0	13
<u>SUPERVISORY</u>							
CORPORAL	8	0	1	1	1	0	11
SERGEANT	8	0	0	1	1	0	10
LIEUTENANT	7	1	0	0	0	0	8
CAPTAIN	4	0	3	0	0	0	7
MAJOR	1	0	3	0	0	0	4
LIEUTENANT COL	1	0	0	0	0	0	1
SUB-TOTAL	29	1	7	2	2	0	41
	40	1	9	2	2	0	54
2121 - PATROL COMM HDQTS							
<u>NON-SUPERVISORY</u>							
SUB-TOTAL	0	0	0	0	0	0	0
<u>SUPERVISORY</u>							
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	1	0	0	0	0	0	1
	1	0	0	0	0	0	1
2150 - HWY PATROL-ACE TEAM							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	1	0	1	0	0	0	2
SR TROOPER	2	0	0	0	0	0	2
LANCE CORPORAL	15	0	1	1	0	0	17
SUB-TOTAL	18	0	2	1	0	0	21
<u>SUPERVISORY</u>							
CORPORAL	9	0	0	0	1	0	10

RUN DATE: JAN 01 2006
 RUN TIME: 07:15 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 1
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
2101 - HWY PATROL TROOP 1							
<u>NON-SUPERVISORY</u>							
TROOPER	8	0	4	0	0	0	12
TROOPER 1ST CLASS	3	0	3	0	0	0	6
SR TROOPER	7	0	1	0	0	0	8
LANCE CORPORAL	39	4	8	1	0	0	52
SUB-TOTAL	57	4	16	1	0	0	78
<u>SUPERVISORY</u>							
CORPORAL	10	0	3	0	0	0	13
SERGEANT	8	0	0	0	0	0	8
1ST SERGEANT	2	0	2	0	0	0	4
LIEUTENANT	2	0	0	0	0	0	2
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	22	0	6	0	0	0	28
	79	4	22	1	0	0	106
2102 - HWY PATROL TROOP 2							
<u>NON-SUPERVISORY</u>							
TROOPER	2	0	0	0	0	0	2
SR TROOPER	2	0	1	0	0	0	3
LANCE CORPORAL	35	1	1	0	0	0	37
SUB-TOTAL	39	1	2	0	0	0	42
<u>SUPERVISORY</u>							
CORPORAL	9	0	1	0	0	0	10
SERGEANT	5	1	0	0	0	0	6
1ST SERGEANT	3	0	0	0	0	0	3
LIEUTENANT	3	0	0	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	20	1	2	0	0	0	23
	59	2	4	0	0	0	65
2103 - HWY PATROL TROOP 3							
<u>NON-SUPERVISORY</u>							
TROOPER	14	0	0	0	0	0	14
TROOPER 1ST CLASS	6	0	1	0	0	0	7
SR TROOPER	4	0	0	0	0	0	4
LANCE CORPORAL	90	2	5	0	1	0	98
SUB-TOTAL	114	2	6	0	1	0	123
<u>SUPERVISORY</u>							
CORPORAL	19	0	1	0	0	0	20
SERGEANT	5	2	2	0	0	0	9
1ST SERGEANT	4	0	0	0	0	0	4
LIEUTENANT	2	0	2	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	31	2	5	0	0	0	38
	145	4	11	0	1	0	161

RUN DATE: JAN 01 2006
 RUN TIME: 07:15 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 2
 PROD PDS476

2104 - HWY PATROL TROOP 4

NON-SUPERVISORY

TROOPER	6	0	0	0	0	0	6
TROOPER 1ST CLASS	2	0	0	0	0	0	2
LANCE CORPORAL	51	1	0	0	0	0	52
SUB-TOTAL	59	1	0	0	0	0	60

SUPERVISORY

CORPORAL	11	0	2	0	0	0	13
SERGEANT	8	0	0	0	0	0	8
1ST SERGEANT	2	0	2	0	0	0	4
LIEUTENANT	3	0	0	0	0	0	3
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	25	0	4	0	0	0	29

84	1	4	0	0	0	0	89
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2105 - HWY PATROL TROOP 5

NON-SUPERVISORY

TROOPER	7	0	0	0	0	0	7
TROOPER 1ST CLASS	3	0	1	0	0	0	4
SR TROOPER	7	0	0	0	0	0	7
LANCE CORPORAL	59	2	12	0	0	0	73
SUB-TOTAL	76	2	13	0	0	0	91

SUPERVISORY

CORPORAL	13	0	1	0	0	0	14
SERGEANT	5	1	2	0	1	0	9
1ST SERGEANT	2	0	2	0	0	0	4
LIEUTENANT	1	0	3	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	22	1	8	0	1	0	32

98	3	21	0	1	0	0	123
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2106 - HWY PATROL TROOP 6

NON-SUPERVISORY

TROOPER	8	0	0	0	0	0	8
TROOPER 1ST CLASS	2	0	0	0	1	0	3
SR TROOPER	3	0	0	0	0	0	3
LANCE CORPORAL	40	3	8	1	1	0	53
SUB-TOTAL	53	3	8	1	2	0	67

SUPERVISORY

CORPORAL	7	0	3	1	1	0	12
SERGEANT	5	0	2	0	0	0	7
1ST SERGEANT	1	0	2	0	0	0	3
LIEUTENANT	3	0	0	0	0	0	3
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	17	0	7	1	1	0	26

70	3	15	2	3	0	0	93
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RUN DATE: JAN 01 2006
 RUN TIME: 07:15 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 3
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
2107 - HWY PATROL TROOP 7							
<u>NON-SUPERVISORY</u>							
TROOPER	7	0	3	0	0	0	10
TROOPER 1ST CLASS	1	0	0	0	0	0	1
LANCE CORPORAL	20	0	7	0	1	0	28
SUB-TOTAL	28	0	10	0	1	0	39
<u>SUPERVISORY</u>							
CORPORAL	7	0	3	0	1	0	11
SERGEANT	2	1	1	0	0	0	4
1ST SERGEANT	2	0	1	0	0	0	3
LIEUTENANT	2	0	1	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	13	1	7	0	1	0	22
	41	1	17	0	2	0	61
2108 - HWY PATROL HDQTS							
<u>NON-SUPERVISORY</u>							
SR TROOPER	1	0	0	0	0	0	1
LANCE CORPORAL	11	0	2	0	0	0	13
SUB-TOTAL	12	0	2	0	0	0	14
<u>SUPERVISORY</u>							
CORPORAL	8	0	1	1	1	0	11
SERGEANT	8	0	0	1	1	0	10
LIEUTENANT	7	1	0	0	0	0	8
CAPTAIN	3	0	1	0	0	0	4
MAJOR	1	0	3	0	0	0	4
LIEUTENANT COL	1	0	0	0	0	0	1
SUB-TOTAL	28	1	5	2	2	0	38
	40	1	7	2	2	0	52
2121 - PATROL COMM HDQTS							
<u>NON-SUPERVISORY</u>							
SUB-TOTAL	0	0	0	0	0	0	0
<u>SUPERVISORY</u>							
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	1	0	0	0	0	0	1
	1	0	0	0	0	0	1
2150 - HWY PATROL-ACE TEAM							
<u>NON-SUPERVISORY</u>							
TROOPER 1ST CLASS	0	0	0	0	1	0	1
SR TROOPER	3	0	1	0	0	0	4
LANCE CORPORAL	14	0	1	1	0	0	16
SUB-TOTAL	17	0	2	1	1	0	21
<u>SUPERVISORY</u>							
CORPORAL	8	0	0	0	1	0	9

RUN DATE: JAN 01 2007
 RUN TIME: 06:08 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 1
 PROD PDS476

2101 - HWY PATROL TROOP 1

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
TROOPER	30	0	5	0	0	0	35
SR TROOPER	8	0	3	0	0	0	11
LANCE CORPORAL	28	3	6	0	0	0	37
SUB-TOTAL	66	3	14	0	0	0	83

SUPERVISORY

CORPORAL	12	1	3	0	0	0	16
SERGEANT	8	0	0	0	0	0	8
1ST SERGEANT	1	0	2	0	0	0	3
LIEUTENANT	3	0	0	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	24	1	6	0	0	0	31
	90	4	20	0	0	0	114

2102 - HWY PATROL TROOP 2

NON-SUPERVISORY

TROOPER	5	0	0	0	0	0	5
SR TROOPER	1	0	0	0	0	0	1
LANCE CORPORAL	40	1	2	0	0	0	43
SUB-TOTAL	46	1	2	0	0	0	49

SUPERVISORY

CORPORAL	9	0	1	0	0	0	10
SERGEANT	5	1	0	0	0	0	6
1ST SERGEANT	3	0	0	0	0	0	3
LIEUTENANT	3	0	0	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	20	1	2	0	0	0	23
	66	2	4	0	0	0	72

2103 - HWY PATROL TROOP 3

NON-SUPERVISORY

TROOPER	32	1	0	0	0	0	33
SR TROOPER	6	0	1	0	0	0	7
LANCE CORPORAL	82	0	4	0	1	0	87
SUB-TOTAL	120	1	5	0	1	0	127

SUPERVISORY

CORPORAL	19	0	1	0	0	0	20
SERGEANT	5	2	2	0	0	0	9
1ST SERGEANT	4	0	0	0	0	0	4
LIEUTENANT	2	0	2	0	0	0	4
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	31	2	5	0	0	0	38
	151	3	10	0	1	0	165

RUN DATE: JAN 01 2007
 RUN TIME: 06:08 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 3
 PROD POS476

2107 - HWY PATROL TROOP 7

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
TROOPER	11	0	5	0	0	0	16
SR TROOPER	2	0	0	0	0	0	2
LANCE CORPORAL	18	0	5	0	1	0	24
SUB-TOTAL	31	0	10	0	1	0	42

SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
CORPORAL	9	0	2	0	1	0	12
SERGEANT	1	1	2	0	0	0	4
1ST SERGEANT	3	0	0	0	0	0	3
LIEUTENANT	2	0	1	0	0	0	3
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	15	1	6	0	1	0	23
	46	1	16	0	2	0	65

2108 - HWY PATROL HDQTS

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
SR TROOPER	1	0	0	0	0	0	1
LANCE CORPORAL	6	1	2	0	1	0	10
SUB-TOTAL	7	1	2	0	1	0	11

SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
CORPORAL	11	0	1	1	0	0	13
SERGEANT	7	0	0	1	0	0	8
1ST SERGEANT	1	0	0	0	0	0	1
LIEUTENANT	6	1	0	0	0	0	7
CAPTAIN	5	0	2	0	0	0	7
MAJOR	1	0	3	0	0	0	4
LIEUTENANT COL	1	0	0	0	0	0	1
SUB-TOTAL	32	1	6	2	0	0	41
	39	2	8	2	1	0	52

2121 - PATROL COMM HDQTS

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
SUB-TOTAL	0	0	0	0	0	0	0

SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	1	0	0	0	0	0	1
	1	0	0	0	0	0	1

2123 - HWY PATROL COMM TROOP 3

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
TROOPER	1	0	0	0	0	0	1
SUB-TOTAL	1	0	0	0	0	0	1
	1	0	0	0	0	0	1

RUN DATE: JAN 01 2007
 RUN TIME: 06:08 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 4
 PROD PDS476

2150 - HWY PATROL-ACE TEAM

NON-SUPERVISORY

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
SR TROOPER	6	0	1	0	1	0	8
LANCE CORPORAL	26	1	2	2	0	0	31
SUB-TOTAL	32	1	3	2	1	0	39

SUPERVISORY

CORPORAL	8	0	1	0	2	0	11
SERGEANT	4	0	0	0	0	0	4
1ST SERGEANT	2	0	0	0	0	0	2
LIEUTENANT	1	0	0	0	0	0	1
CAPTAIN	1	0	0	0	0	0	1
SUB-TOTAL	16	0	1	0	2	0	19
	48	1	4	2	3	0	58

2160 - HWY PATROL-SUPPLY

NON-SUPERVISORY

SUB-TOTAL	0	0	0	0	0	0	0
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SUPERVISORY

SERGEANT	1	0	0	0	0	0	1
LIEUTENANT	1	0	0	0	0	0	1
SUB-TOTAL	2	0	0	0	0	0	2
	2	0	0	0	0	0	2

2190 - HWY PATROL TRAINING

NON-SUPERVISORY

TROOPER	1	0	0	0	0	0	1
SUB-TOTAL	1	0	0	0	0	0	1

SUPERVISORY

SERGEANT	2	0	1	0	0	0	3
LIEUTENANT	2	0	0	0	0	0	2
CAPTAIN	0	0	1	0	0	0	1
SUB-TOTAL	4	0	2	0	0	0	6
	5	0	2	0	0	0	7

RUN DATE: JAN 01 2007
 RUN TIME: 06:08 P.M.

DEPT OF PUBLIC SAFETY
 HIGHWAY PATROL EMPLOYMENT DATA ANALYSIS BY SEX AND RACE

PAGE 5
 PROD PDS476

	WHITE MALES	WHITE FEMALES	BLACK MALES	BLACK FEMALES	OTHER MALES	OTHER FEMALES	TOTAL
TOTAL WORKFORCE							
<u>NON-SUPERVISORY</u>							
TROOPER	140	4	14	0	4	0	162
TROOPER 1ST CLASS	3	0	0	0	0	0	3
SR TROOPER	37	0	6	0	2	0	45
LANCE CORPORAL	331	11	39	3	4	0	388
SUB-TOTAL	511	15	59	3	10	0	598
<u>SUPERVISORY</u>							
CORPORAL	100	1	16	2	3	0	122
SERGEANT	50	5	9	1	1	0	66
1ST SERGEANT	19	0	8	0	1	0	28
LIEUTENANT	26	1	6	0	0	0	33
CAPTAIN	11	0	6	0	0	0	17
MAJOR	1	0	3	0	0	0	4
LIEUTENANT COL	1	0	0	0	0	0	1
SUB-TOTAL	208	7	48	3	5	0	271

TOTAL WORKFORCE: 719 22 107 6 15 0 869

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2101	7DCHNZ	19740908	20051231	70	16.00
2005	2101	7CWJS5	19830220	20051231	70	59.34

2005	2101	7HQM*J	19840502	20051231	70	67.94
2005	2101	7HHDX9	19850902	20051231	70	12.97
2005	2101	8VZ81S	19850902	20051231	70	138.48
2005	2101	7DYNXL	19851117	20051231	70	28.80
2005	2101	7CT3LV	19870308	20051231	70	4.51
2005	2101	7J9HQR	19870613	20051231	70	43.02
2005	2101	7FRSNX	19870830	20051231	70	43.36
2005	2101	7FX4W*	19870830	20051231	70	4.36
2005	2101	7GRH*L	19871201	20051231	70	4.04
2005	2101	7GVNKJ	19880228	20051231	70	126.36
2005	2101	7DS7XY	19880818	20051231	70	29.66
2005	2101	67R583	19880828	20051231	70	25.32
2005	2101	6KQ*Q8	19880828	20051231	70	48.32
2005	2101	7FX11K	19880828	20051231	70	15.32
2005	2101	7CSWRH	19890929	20051231	70	18.00
2005	2101	7CT073	19900819	20051231	70	37.36
2005	2101	7FF8HW	19900819	20051231	70	14.68
2005	2101	7GM*W0	19900819	20051231	70	16.36
2005	2101	7GTL16	19900819	20051231	70	70.68
2005	2101	7F2F0W	19910407	20051231	70	90.68
2005	2101	7D5R2P	19920405	20051231	70	3.32
2005	2101	7GL0B0	19920405	20051231	70	6.32
2005	2101	7FZRRS	19940814	20051231	70	54.64
2005	2101	7HWSF6	19950421	20051231	70	24.44
2005	2101	7H36Q0	19950702	20051231	70	7.15
2005	2101	7HN9V0	19960721	20051231	70	44.00
2005	2101	5G13G3	19970706	20051231	70	56.00
2005	2101	7CTRDF	19970706	20051231	70	24.00
2005	2101	7F0NCG	19970706	20051231	70	10.00
2005	2101	7NG8CN	19970817	20051231	70	24.00
2005	2101	7D74M7	19980125	20051231	70	28.00
2005	2101	9BD*9Y	19980705	20051231	70	120.00
2005	2101	7F15JM	20000109	20051231	70	7.00
2005	2101	7HS0C3	20000716	20051231	70	10.00
2005	2101	7CYYM5	20020310	20051231	70	62.00
2005	2101	7J13KF	20020310	20051231	70	22.00
2005	2101	7FF1PQ	19740925	20051229	96	63.00
2006	2101	7DCHNZ	19740908	20061231	70	16.00
2006	2101	7H91B5	19770911	20061231	70	21.00
2006	2101	7CWJS5	19830220	20061231	70	33.00
2006	2101	7GP5MV	19830803	20061231	70	8.00
2006	2101	7HQM*J	19840502	20061231	70	193.00
2006	2101	7HHDX9	19850902	20061231	70	11.53
2006	2101	8VZ81S	19850902	20061231	70	144.53
2006	2101	7DYNXL	19851117	20061231	70	72.87
2006	2101	7HGKDJ	19870504	20061231	70	24.32
2006	2101	7J9HQR	19870613	20061231	70	73.98
2006	2101	4LJ7T0	19870830	20061231	70	105.32

2006	2101	7FRSNX	19870830	20061231	70	77.32
2006	2101	7FX4W*	19870830	20061231	70	45.32
2006	2101	7GRH*L	19871201	20061231	70	3.00
2006	2101	7DS7XY	19880818	20061231	70	50.68
2006	2101	67R583	19880828	20061231	70	67.36
2006	2101	6KQ*Q8	19880828	20061231	70	91.36
2006	2101	7FX11K	19880828	20061231	70	56.36
2006	2101	7CSWRH	19890929	20061231	70	12.00
2006	2101	7CT073	19900819	20061231	70	59.32
2006	2101	7GM*W0	19900819	20061231	70	81.32
2006	2101	7GTL16	19900819	20061231	70	3.32
2006	2101	7F2F0W	19910407	20061231	70	76.68
2006	2101	7CY8VG	19910413	20061231	70	29.66
2006	2101	7D2Q SJ	19920405	20061231	70	16.00
2006	2101	7D5R2P	19920405	20061231	70	46.68
2006	2101	7GL0B0	19920405	20061231	70	16.68
2006	2101	7H36Q0	19950702	20061231	70	38.16
2006	2101	7HN9V0	19960721	20061231	70	64.15
2006	2101	5G13G3	19970706	20061231	70	68.00
2006	2101	7CTRDF	19970706	20061231	70	16.00
2006	2101	7D74M7	19980125	20061231	70	16.00
2006	2101	9BD*9Y	19980705	20061231	70	61.50
2006	2101	7HS0C3	20000716	20061231	70	7.50
2006	2101	7G408C	20020117	20061231	70	18.30
2006	2101	7CYYM5	20020310	20061231	70	104.00
2006	2101	7J13KF	20020310	20061231	70	104.00
2006	2101	7DS7XY	19880818	20061230	96	101.68
2007	2101	7DCHNZ	19740908	20071231	70	10.00
2007	2101	7H91B5	19770911	20071231	70	23.00
2007	2101	7CWJS5	19830220	20071231	70	83.00
2007	2101	7HQM*J	19840502	20071231	70	81.00
2007	2101	8VZ81S	19850902	20071231	70	122.00
2007	2101	7DYNXL	19851117	20071231	70	82.00
2007	2101	7FMJZG	19860901	20071231	70	78.50
2007	2101	7J9HQR	19870613	20071231	70	75.50
2007	2101	7FRSNX	19870830	20071231	70	135.32
2007	2101	7FX4W*	19870830	20071231	70	95.32
2007	2101	7GRH*L	19871201	20071231	70	84.96
2007	2101	7HLF2K	19880228	20071231	70	11.64
2007	2101	7DS7XY	19880818	20071231	70	4.32
2007	2101	67R583	19880828	20071231	70	45.32
2007	2101	6KQ*Q8	19880828	20071231	70	41.32
2007	2101	7DS6GF	19881019	20071231	70	36.36
2007	2101	7CT073	19900819	20071231	70	54.32
2007	2101	7GM*W0	19900819	20071231	70	41.32
2007	2101	7GTL16	19900819	20071231	70	111.32
2007	2101	7F2F0W	19910407	20071231	70	82.64
2007	2101	7CY8VG	19910413	20071231	70	105.64

2007	2101	7D2QSJ	19920405	20071231	70	8.68
2007	2101	7D5R2P	19920405	20071231	70	37.68
2007	2101	7GL0B0	19920405	20071231	70	10.68
2007	2101	7FYW5N	19920830	20071231	70	42.00
2007	2101	7CT2K3	19921005	20071231	70	39.92
2007	2101	7H36Q0	19950702	20071231	70	8.19
2007	2101	7HN9V0	19960721	20071231	70	110.16
2007	2101	5G13G3	19970706	20071231	70	76.15
2007	2101	7CTRDF	19970706	20071231	70	64.15
2007	2101	9BD*9Y	19980705	20071231	70	29.00
2007	2101	7CYM5	20020310	20071231	70	96.00
2007	2101	7J13KF	20020310	20071231	70	42.00
2007	2101	7FF1PQ	19740925	20070716	96	32.00
2007	2101	7DS7XY	19880818	20071217	96	50.00
2007	2101	7D2QSJ	19920405	20071215	96	40.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	1418.43	177.30	63.00	7.88
2006	1934.22	241.78	101.68	12.71
2007	1969.41	246.18	122.00	15.25

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2102	7J5VZ*	19720924	20051231	70	86.00
2005	2102	7G7D5R	19770905	20051231	70	8.00
2005	2102	7CMY3G	19780226	20051231	70	40.00
2005	2102	7HNCS3	19810406	20051231	70	40.00
2005	2102	79DZZX	19860901	20051231	70	28.49
2005	2102	7DYQP6	19860901	20051231	70	15.02
2005	2102	7GP1D4	19870308	20051231	70	1.03
2005	2102	7DXZ5G	19870830	20051231	70	11.00
2005	2102	7FM1FG	19870916	20051231	70	6.53
2005	2102	7FXMPT	19890820	20051231	70	1.32
2005	2102	7G9XQ0	19900225	20051231	70	21.70
2005	2102	7FGCVW	19900819	20051231	70	9.36
2005	2102	7FMJBK	19900819	20051231	70	25.36
2005	2102	7HPP6W	19930404	20051231	70	15.50
2005	2102	7D066Y	19940109	20051231	70	14.33
2005	2102	7HM0NK	19980125	20051231	70	10.00
2005	2102	7HX5H6	19990117	20051231	70	2.00
2005	2102	7CZGBM	20000716	20051231	70	8.00
2005	2102	7HBXV7	19721010	20051220	96	40.00
2005	2102	7CMY3G	19780226	20051216	96	40.00

2006	2102	7J33R1	19690316	20061231	70	24.00
2006	2102	7J5VZ*	19720924	20061231	70	46.00
2006	2102	7CMY3G	19780226	20061231	70	40.00
2006	2102	7CNJ*X	19810213	20061231	70	20.00
2006	2102	7HNCS3	19810406	20061231	70	48.00
2006	2102	7GP3NL	19850902	20061231	70	1.01
2006	2102	79DZZX	19860901	20061231	70	66.48
2006	2102	7DXDZN	19870308	20061231	70	3.80
2006	2102	7CNLRW	19870830	20061231	70	2.00
2006	2102	7FM1FG	19870916	20061231	70	12.49
2006	2102	7DJ0VB	19880828	20061231	70	5.36
2006	2102	7FXMPT	19890820	20061231	70	29.32
2006	2102	7CPB5T	19900225	20061231	70	39.00
2006	2102	7G9XQ0	19900225	20061231	70	96.30
2006	2102	7FGCVW	19900819	20061231	70	39.32
2006	2102	7FMJBK	19900819	20061231	70	51.32
2006	2102	7DDT3*	19910106	20061231	70	54.69
2006	2102	7F4XQY	19960721	20061231	70	4.15
2006	2102	7HM0NK	19980125	20061231	70	12.00
2006	2102	7HX5H6	19990117	20061231	70	40.00
2006	2102	7G28Y9	20020310	20061231	70	46.00
2007	2102	7J5VZ*	19720924	20071231	70	188.00
2007	2102	7G7D5R	19770905	20071231	70	6.00
2007	2102	7CMY3G	19780226	20071231	70	40.00
2007	2102	7CNJ*X	19810213	20071231	70	8.00
2007	2102	79DZZX	19860901	20071231	70	26.53
2007	2102	7DYQP6	19860901	20071231	70	39.01
2007	2102	7DXZ5G	19870830	20071231	70	4.64
2007	2102	7FM1FG	19870916	20071231	70	6.48
2007	2102	7DJ0VB	19880828	20071231	70	1.32
2007	2102	7GQ9JK	19890226	20071231	70	27.70
2007	2102	7DWQJL	19890820	20071231	70	17.00
2007	2102	7FXMPT	19890820	20071231	70	45.36
2007	2102	7CPB5T	19900225	20071231	70	2.36
2007	2102	7FTTVS	19900225	20071231	70	21.00
2007	2102	7G9XQ0	19900225	20071231	70	74.36
2007	2102	7DDT3*	19910106	20071231	70	61.13
2007	2102	7J8PFC	19910106	20071231	70	1.80
2007	2102	7F4XQY	19960721	20071231	70	38.16
2007	2102	7HM0NK	19980125	20071231	70	12.00
2007	2102	7G28Y9	20020310	20071231	70	48.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	343.64	42.96	80.00	10.00
2006	681.24	85.16	0.00	0.00
2007	668.85	83.61	0.00	0.00

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2103	735S71	0	20051231	70	32.33
2005	2103	7G8QFB	19750914	20051231	70	4.00
2005	2103	7HFSB*	19760912	20051231	70	8.00
2005	2103	7HCC54	19770911	20051231	70	16.00
2005	2103	7FGCVS	19840523	20051231	70	42.00
2005	2103	7CVR0R	19850303	20051231	70	13.50
2005	2103	8K34SQ	19850303	20051231	70	8.02
2005	2103	7CX49*	19860901	20051231	70	12.49
2005	2103	7GSCR2	19860901	20051231	70	36.49
2005	2103	7GVP8S	19860901	20051231	70	28.49
2005	2103	7GVTSX	19860901	20051231	70	22.99
2005	2103	5KX4*J	19861126	20051231	70	6.33
2005	2103	7CNH3J	19870308	20051231	70	18.01
2005	2103	7D1P41	19870419	20051231	70	23.67
2005	2103	7FV649	19880210	20051231	70	30.02
2005	2103	7GB01R	19880828	20051231	70	4.32
2005	2103	7CRPKF	19890226	20051231	70	22.30
2005	2103	7G0XSN	19890226	20051231	70	120.30
2005	2103	7GG2V0	19910106	20051231	70	4.33
2005	2103	7D*JJ1	19910407	20051231	70	66.68
2005	2103	7GZDSM	19910825	20051231	70	23.32
2005	2103	5WJML6	19930404	20051231	70	116.68
2005	2103	7GZYW3	19940814	20051231	70	33.32
2005	2103	7CRRQM	19980705	20051231	70	28.00
2005	2103	7H*6BG	19990718	20051231	70	8.00
2006	2103	735S71	0	20061231	70	49.51
2006	2103	7HNX2B	0	20061231	70	17.67
2006	2103	7DH874	19750914	20061231	70	32.00
2006	2103	7G8QFB	19750914	20061231	70	18.00
2006	2103	7HCC54	19770911	20061231	70	88.00
2006	2103	7G7D5W	19780226	20061231	70	16.00
2006	2103	7CV63D	19850303	20061231	70	2.50
2006	2103	7DXDRG	19850303	20061231	70	25.03
2006	2103	7GK11S	19850303	20061231	70	5.03
2006	2103	F9WH79	19850804	20061231	70	12.35
2006	2103	7CX49*	19860901	20061231	70	18.48
2006	2103	7GSCR2	19860901	20061231	70	74.48
2006	2103	7GVP8S	19860901	20061231	70	46.48
2006	2103	7GVTSX	19860901	20061231	70	46.48
2006	2103	7HT9YH	19860901	20061231	70	26.47
2006	2103	5KX4*J	19861126	20061231	70	20.34
2006	2103	7CNH3J	19870308	20061231	70	82.47
2006	2103	7HJKP1	19870308	20061231	70	64.98
2006	2103	JGW3ZY	19870603	20061231	70	16.50
2006	2103	7DYLGV	19870830	20061231	70	115.00
2006	2103	7GSX1C	19870830	20061231	70	12.32

2006	2103	7FPZ6Z	19871031	20061231	70	4.60
2006	2103	7FV649	19880210	20061231	70	72.34
2006	2103	7GB01R	19880828	20061231	70	15.36
2006	2103	7HKCJR	19880828	20061231	70	32.00
2006	2103	7CRPKF	19890226	20061231	70	18.36
2006	2103	7G0XSN	19890226	20061231	70	178.36
2006	2103	7FT6HH	19900605	20061231	70	56.00
2006	2103	7FX7V*	19900819	20061231	70	0.68
2006	2103	7D2W94	19900916	20061231	70	31.49
2006	2103	7CPXDN	19910106	20061231	70	16.37
2006	2103	7DX*ZG	19910106	20061231	70	5.00
2006	2103	7GG2V0	19910106	20061231	70	43.17
2006	2103	7HTBJ3	19910106	20061231	70	64.67
2006	2103	7D*JJ1	19910407	20061231	70	57.68
2006	2103	7G124D	19910520	20061231	70	5.69
2006	2103	7GZDSM	19910825	20061231	70	3.36
2006	2103	7F0P61	19920725	20061231	70	13.81
2006	2103	7H0NXH	19920809	20061231	70	2.64
2006	2103	5WJML6	19930404	20061231	70	86.64
2006	2103	7GVQPJ	19940109	20061231	70	1.50
2006	2103	7HZ5LW	19940109	20061231	70	25.50
2006	2103	7GZYW3	19940814	20061231	70	39.36
2006	2103	7F49XP	19970706	20061231	70	30.00
2006	2103	5C8ZXV	19980125	20061231	70	8.00
2006	2103	7CRRQM	19980705	20061231	70	68.00
2006	2103	7CXN*1	19980705	20061231	70	5.00
2006	2103	7G0DGX	19990718	20061231	70	32.00
2006	2103	7H*6BG	19990718	20061231	70	24.00
2006	2103	7F1C0W	20000716	20061231	70	1.00
2007	2103	7DH874	19750914	20071231	70	24.00
2007	2103	7G8QFB	19750914	20071231	70	52.00
2007	2103	7H79H6	19760912	20071231	70	52.00
2007	2103	7HCC54	19770911	20071231	70	32.00
2007	2103	7G7D5W	19780226	20071231	70	140.00
2007	2103	7G7LXX	19830914	20071231	70	70.02
2007	2103	7FGCVS	19840523	20071231	70	40.00
2007	2103	7CVR0R	19850303	20071231	70	1.51
2007	2103	7DXDRG	19850303	20071231	70	32.00
2007	2103	7DGTJ7	19850902	20071231	70	31.01
2007	2103	7CX49*	19860901	20071231	70	76.53
2007	2103	7GSCR2	19860901	20071231	70	60.53
2007	2103	7GVTSX	19860901	20071231	70	76.53
2007	2103	5KX4*J	19861126	20071231	70	20.87
2007	2103	7CNH3J	19870308	20071231	70	35.52
2007	2103	7HJKP1	19870308	20071231	70	103.52
2007	2103	7D1P41	19870419	20071231	70	31.32
2007	2103	7FV649	19880210	20071231	70	86.30
2007	2103	7F20HM	19880518	20071231	70	85.50

2007	2103	7G0XSN	19890226	20071231	70	62.34
2007	2103	7FT6HH	19900605	20071231	70	27.00
2007	2103	7CPXDN	19910106	20071231	70	1.13
2007	2103	7GG2V0	19910106	20071231	70	99.13
2007	2103	7HTBJ3	19910106	20071231	70	17.13
2007	2103	7CSC03	19910512	20071231	70	2.81
2007	2103	7G124D	19910520	20071231	70	21.81
2007	2103	7CSGTT	19910825	20071231	70	26.32
2007	2103	7DYRGV	19940814	20071231	70	19.32
2007	2103	7GZYW3	19940814	20071231	70	29.32
2007	2103	5C8ZXV	19980125	20071231	70	100.00
2007	2103	7FSF42	19980402	20071231	70	30.00
2007	2103	7H*6BG	19990718	20071231	70	28.00
2007	2103	7HFSB*	19760912	20071218	96	40.00
2007	2103	7CSYQC	19900225	20071217	96	38.00
2007	2103	7H0NXH	19920809	20071218	96	9.36

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	729.59	91.20	0.00	0.00
2006	1732.67	216.58	0.00	0.00
2007	1515.47	189.43	87.36	10.92

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2104	7HFSXT	0	20051231	70	16.00
2005	2104	7DL*6H	19780226	20051231	70	12.00
2005	2104	7GM6CM	19820228	20051231	70	52.00
2005	2104	7HKZ*0	19850902	20051231	70	27.97
2005	2104	7HSJBZ	19860721	20051231	70	5.65
2005	2104	7HJ30*	19860901	20051231	70	3.00
2005	2104	7BGM7H	19870830	20051231	70	11.36
2005	2104	7CYCM0	19870830	20051231	70	5.36
2005	2104	7D37Y0	19870830	20051231	70	8.36
2005	2104	4PBR74	19880228	20051231	70	30.36
2005	2104	762L56	19880828	20051231	70	38.00
2005	2104	7FVC7Z	19880828	20051231	70	10.64
2005	2104	7C*Q6R	19890226	20051231	70	16.30
2005	2104	7DKVV6	19890226	20051231	70	6.64
2005	2104	7FX3KN	19890226	20051231	70	20.30
2005	2104	7CXV3S	19890820	20051231	70	19.32
2005	2104	6W5P5D	19910825	20051231	70	8.00
2005	2104	7HJQ32	19910825	20051231	70	3.32
2005	2104	7G2B6P	19940814	20051231	70	1.32
2005	2104	7H18S2	19940814	20051231	70	5.32
2005	2104	7HR6XL	19940814	20051231	70	1.32

2005	2104	7GTGSN	19960721	20051231	70	10.00
2005	2104	7H*7TL	19990805	20051231	70	24.50
2005	2104	7D890L	20000227	20051231	70	20.00
2005	2104	7HR6*C	20000903	20051231	70	11.25
2005	2104	7CXV3S	19890820	20051224	96	48.00
2006	2104	7GP49P	19820228	20061231	70	8.00
2006	2104	7HJ30*	19860901	20061231	70	10.48
2006	2104	7BGM7H	19870830	20061231	70	31.32
2006	2104	7CYCM0	19870830	20061231	70	33.32
2006	2104	7D37Y0	19870830	20061231	70	5.32
2006	2104	7HLMCG	19870830	20061231	70	27.32
2006	2104	4PBR74	19880228	20061231	70	120.34
2006	2104	762L56	19880828	20061231	70	5.36
2006	2104	7DKVV6	19890226	20061231	70	29.36
2006	2104	7DMWL8	19890226	20061231	70	2.66
2006	2104	7FX3KN	19890226	20061231	70	54.36
2006	2104	7CXV3S	19890820	20061231	70	28.32
2006	2104	7CX4M6	19900225	20061231	70	48.00
2006	2104	7GTZW6	19900819	20061231	70	16.00
2006	2104	7ZV1TK	19900819	20061231	70	4.68
2006	2104	7DZS2N	19910106	20061231	70	28.00
2006	2104	7FJXY1	19940814	20061231	70	3.00
2006	2104	7G2B6P	19940814	20061231	70	9.36
2006	2104	7H18S2	19940814	20061231	70	15.36
2006	2104	KNRD64	19951102	20061231	70	45.63
2006	2104	7462QP	19990117	20061231	70	2.00
2006	2104	7H*7TL	19990805	20061231	70	31.00
2006	2104	7D890L	20000227	20061231	70	22.00
2006	2104	8XWN6X	20000227	20061231	70	28.00
2007	2104	7HFSXT	0	20071231	70	24.00
2007	2104	7GM6CM	19820228	20071231	70	60.00
2007	2104	7GP49P	19820228	20071231	70	8.00
2007	2104	7HJ30*	19860901	20071231	70	0.53
2007	2104	7BGM7H	19870830	20071231	70	29.32
2007	2104	7CYCM0	19870830	20071231	70	7.32
2007	2104	7D37Y0	19870830	20071231	70	55.32
2007	2104	4PBR74	19880228	20071231	70	4.30
2007	2104	7DKVV6	19890226	20071231	70	63.34
2007	2104	7FX3KN	19890226	20071231	70	24.34
2007	2104	7CXV3S	19890820	20071231	70	19.36
2007	2104	7CX4M6	19900225	20071231	70	74.36
2007	2104	7FT1NM	19900819	20071231	70	2.64
2007	2104	7GTZW6	19900819	20071231	70	9.32
2007	2104	6W5P5D	19910825	20071231	70	12.68
2007	2104	7FJXY1	19940814	20071231	70	1.32
2007	2104	7G2B6P	19940814	20071231	70	13.32
2007	2104	KNRD64	19951102	20071231	70	28.87
2007	2104	7GQ9T9	19960721	20071231	70	10.31

2007	2104	7462QP	19990117	20071231	70	24.00
2007	2104	7H37CJ	19990718	20071231	70	36.00
2007	2104	7HXVZC	20030117	20071231	70	24.00
2007	2104	7FX3KN	19890226	20071215	96	96.00
2007	2104	7FJXY1	19940814	20071225	96	24.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	368.29	46.04	48.00	6.00
2006	609.19	76.15	0.00	0.00
2007	532.65	66.58	120.00	15.00

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2105	7DFL45	19760912	20051231	70	128.00
2005	2105	7DK1MY	19790304	20051231	70	36.00
2005	2105	7BGPZ*	19790909	20051231	70	43.00
2005	2105	7GM7B1	19820228	20051231	70	8.00
2005	2105	7GS5PY	19840611	20051231	70	0.02
2005	2105	7CZD21	19850303	20051231	70	121.52
2005	2105	7DKLVC	19850902	20051231	70	38.48
2005	2105	7GK*60	19850902	20051231	70	102.48
2005	2105	7HPMKK	19850902	20051231	70	62.48
2005	2105	7QB1S9	19850902	20051231	70	14.48
2005	2105	36HQ7T	19870308	20051231	70	0.50
2005	2105	7GR2G6	19880828	20051231	70	1.32
2005	2105	7FPC6K	19890226	20051231	70	56.30
2005	2105	7F*WZ8	19890402	20051231	70	30.00
2005	2105	7HQ781	19890820	20051231	70	8.68
2005	2105	5SLN1N	19900225	20051231	70	12.00
2005	2105	7GQJ4M	19900225	20051231	70	47.34
2005	2105	7DHCK6	19900819	20051231	70	33.68
2005	2105	7NDCNQ	19920825	20051231	70	13.32
2005	2105	7HJJ*P	19920830	20051231	70	12.32
2005	2105	7GWB9G	19940814	20051231	70	77.32
2005	2105	7HTV4J	19940814	20051231	70	10.82
2005	2105	7H*4KS	19940814	20051231	70	32.64
2005	2105	7H*YHD	19960516	20051231	70	7.00
2005	2105	7F47YD	19960721	20051231	70	17.00
2005	2105	7G7*97	19980125	20051231	70	48.00
2005	2105	7GHXRC	19990718	20051231	70	44.00
2005	2105	7D9CTB	20000109	20051231	70	16.00
2005	2105	51W0BP	20000528	20051231	70	14.00
2006	2105	7F562X	19720924	20061231	70	74.00
2006	2105	7DFL45	19760912	20061231	70	32.00

2006	2105	7BGPZ*	19790909	20061231	70	60.00
2006	2105	7CM7H*	19820228	20061231	70	20.70
2006	2105	7GM7B1	19820228	20061231	70	1.00
2006	2105	7DKLVC	19850902	20061231	70	15.53
2006	2105	7GK*60	19850902	20061231	70	21.53
2006	2105	7HPMKK	19850902	20061231	70	32.53
2006	2105	7QB1S9	19850902	20061231	70	68.53
2006	2105	7CVVKH	19851108	20061231	70	23.19
2006	2105	7HKW4G	19861104	20061231	70	64.50
2006	2105	36HQ7T	19870308	20061231	70	37.47
2006	2105	7FPC6K	19890226	20061231	70	94.36
2006	2105	7HGL9W	19890820	20061231	70	130.92
2006	2105	7GG1CC	19900225	20061231	70	2.64
2006	2105	7GQJ4M	19900225	20061231	70	4.30
2006	2105	7DHCK6	19900819	20061231	70	27.32
2006	2105	7NDCNQ	19920825	20061231	70	51.32
2006	2105	7GWB9G	19940814	20061231	70	87.36
2006	2105	7HTV4J	19940814	20061231	70	4.68
2006	2105	7F*Q1K	19940903	20061231	70	93.50
2006	2105	7H*YHD	19960516	20061231	70	9.81
2006	2105	7F47YD	19960721	20061231	70	32.15
2006	2105	7FXQ01	19990117	20061231	70	26.00
2006	2105	7GHXRC	19990718	20061231	70	56.00
2006	2105	7D9CTB	20000109	20061231	70	16.00
2006	2105	7B4HK2	20000528	20061231	70	30.00
2006	2105	03D7G5	20020310	20061231	70	16.00
2007	2105	7DFL45	19760912	20071231	70	60.00
2007	2105	7FDQNS	19780226	20071231	70	60.00
2007	2105	7BGPZ*	19790909	20071231	70	32.00
2007	2105	7CM7H*	19820228	20071231	70	24.00
2007	2105	7GM7B1	19820228	20071231	70	3.00
2007	2105	7CZD21	19850303	20071231	70	71.51
2007	2105	FJCBC*	19850303	20071231	70	81.51
2007	2105	7DKLVC	19850902	20071231	70	72.00
2007	2105	7GK*60	19850902	20071231	70	16.00
2007	2105	7HPMKK	19850902	20071231	70	136.00
2007	2105	7QB1S9	19850902	20071231	70	172.00
2007	2105	7CVVKH	19851108	20071231	70	12.00
2007	2105	7HKW4G	19861104	20071231	70	30.87
2007	2105	36HQ7T	19870308	20071231	70	119.52
2007	2105	7GR2G6	19880828	20071231	70	95.68
2007	2105	7FPC6K	19890226	20071231	70	71.34
2007	2105	7F*WZ8	19890402	20071231	70	35.36
2007	2105	7DPN9M	19890514	20071231	70	8.50
2007	2105	7HQ781	19890820	20071231	70	1.68
2007	2105	7DHCK6	19900819	20071231	70	5.32
2007	2105	7KLPG1	19900819	20071231	70	85.00
2007	2105	7NDCNQ	19920825	20071231	70	13.36

2007	2105	7D2Y8K	19930404	20071231	70	46.68
2007	2105	7HNTCD	19940109	20071231	70	19.50
2007	2105	7FRT7J	19940814	20071231	70	25.32
2007	2105	7GWB9G	19940814	20071231	70	9.32
2007	2105	7HTV4J	19940814	20071231	70	9.68
2007	2105	7H*4KS	19940814	20071231	70	16.68
2007	2105	7F*Q1K	19940903	20071231	70	31.59
2007	2105	7H*YHD	19960516	20071231	70	23.84
2007	2105	7F47YD	19960721	20071231	70	42.16
2007	2105	D0JHQP	19980705	20071231	70	12.00
2007	2105	7FXQ01	19990117	20071231	70	36.00
2007	2105	9XG0JN	20000109	20071231	70	16.00
2007	2105	7B4HK2	20000528	20071231	70	36.00
2007	2105	7GRLP5	20000716	20071231	70	30.50
2007	2105	7F4BH7	20000903	20071231	70	8.25
2007	2105	03D7G5	20020310	20071231	70	64.00
2007	2105	7F31XG	20030105	20071231	70	2.75
2007	2105	7BGPZ*	19790909	20071214	96	36.00
2007	2105	7GS5PY	19840611	20071231	96	80.00
2007	2105	7FN610	19850303	20070403	96	30.00
2007	2105	7GK*60	19850902	20071231	96	120.00
2007	2105	7F*Q1K	19940903	20071215	96	40.90

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	1036.70	129.59	0.00	0.00
2006	1133.34	141.67	0.00	0.00
2007	1636.92	204.62	306.90	38.36

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2106	7J51QQ	19720924	20051231	70	8.00
2005	2106	7DC4VL	19760912	20051231	70	8.00
2005	2106	7FJSQC	19790304	20051231	70	68.00
2005	2106	7DNDSH	19820228	20051231	70	24.00
2005	2106	7FN5NG	19820228	20051231	70	16.00
2005	2106	J1Q11Y	19840226	20051231	70	0.34
2005	2106	7DW9HG	19860901	20051231	70	36.49
2005	2106	7GD9J4	19860901	20051231	70	2.49
2005	2106	7FRW5W	19870308	20051231	70	77.51
2005	2106	7HJ50X	19870830	20051231	70	36.00
2005	2106	7D0CJ9	19890226	20051231	70	90.30
2005	2106	7F*QGY	19890226	20051231	70	46.00
2005	2106	2JRWMP	19890820	20051231	70	49.00
2005	2106	7DQ6W7	19890820	20051231	70	63.66

2005	2106	7FF726	19900819	20051231	70	58.00
2005	2106	7G13HG	19910106	20051231	70	37.20
2005	2106	5G5543	19910407	20051231	70	30.68
2005	2106	GL40*D	19920405	20051231	70	22.64
2005	2106	7F0NHB	19940814	20051231	70	69.32
2005	2106	D3B90C	19980125	20051231	70	28.00
2005	2106	7F63K9	19990117	20051231	70	16.00
2005	2106	7D0F*F	19990718	20051231	70	32.00
2005	2106	7CZDTV	20000109	20051231	70	28.00
2005	2106	7HKSMV	20000109	20051231	70	46.00
2005	2106	7GNNN4	20000227	20051231	70	10.00
2005	2106	8R1J7X	20000528	20051231	70	36.00
2005	2106	2JRWMP	19890820	20051223	96	40.00
2005	2106	7DQ6W7	19890820	20051229	96	91.66
2006	2106	7FJSQC	19790304	20061231	70	16.00
2006	2106	7DNDSH	19820228	20061231	70	88.00
2006	2106	7DT80X	19840226	20061231	70	14.34
2006	2106	7DW9HG	19860901	20061231	70	18.48
2006	2106	7GD9J4	19860901	20061231	70	54.48
2006	2106	7FRW5W	19870308	20061231	70	41.47
2006	2106	7FN6NC	19870605	20061231	70	48.00
2006	2106	7HJ50X	19870830	20061231	70	77.32
2006	2106	7GQFJS	19870910	20061231	70	42.35
2006	2106	7D20YD	19880228	20061231	70	9.34
2006	2106	7CVRG9	19890226	20061231	70	66.66
2006	2106	7F*QGY	19890226	20061231	70	46.36
2006	2106	2JRWMP	19890820	20061231	70	9.32
2006	2106	7DQ6W7	19890820	20061231	70	32.66
2006	2106	7CMWPD	19900225	20061231	70	14.30
2006	2106	BFGX26	19900819	20061231	70	21.10
2006	2106	7G13HG	19910106	20061231	70	9.17
2006	2106	GL40*D	19920405	20061231	70	19.68
2006	2106	7F0NHB	19940814	20061231	70	47.36
2006	2106	D3B90C	19980125	20061231	70	76.00
2006	2106	7F4Z2P	19980705	20061231	70	5.00
2006	2106	7F63K9	19990117	20061231	70	72.00
2006	2106	7D0F*F	19990718	20061231	70	52.00
2006	2106	7HKSMV	20000109	20061231	70	48.00
2006	2106	7F5GQ4	20000716	20061231	70	6.00
2006	2106	7J7K8T	19730909	20061220	96	40.00
2006	2106	7FN5NG	19820228	20061212	96	24.00
2006	2106	7DQ6W7	19890820	20061227	96	96.66
2007	2106	7FJSQC	19790304	20071231	70	12.00
2007	2106	7DNDSH	19820228	20071231	70	24.00
2007	2106	7DW9HG	19860901	20071231	70	64.53
2007	2106	7FV74V	19860901	20071231	70	73.00
2007	2106	7GD9J4	19860901	20071231	70	56.53
2007	2106	7HJ50X	19870830	20071231	70	7.32

2007	2106	7GQFJS	19870910	20071231	70	30.48
2007	2106	7D20YD	19880228	20071231	70	18.30
2007	2106	7CVRG9	19890226	20071231	70	76.34
2007	2106	7D0CJ9	19890226	20071231	70	6.70
2007	2106	7F*QGY	19890226	20071231	70	103.34
2007	2106	2JRQMP	19890820	20071231	70	13.36
2007	2106	7DQ6W7	19890820	20071231	70	47.36
2007	2106	7CMWPD	19900225	20071231	70	0.36
2007	2106	7FF726	19900819	20071231	70	46.64
2007	2106	BFGX26	19900819	20071231	70	77.32
2007	2106	7G13HG	19910106	20071231	70	1.13
2007	2106	GL40*D	19920405	20071231	70	16.68
2007	2106	7F0NHB	19940814	20071231	70	53.32
2007	2106	969XM2	19960721	20071231	70	44.31
2007	2106	6WNSYT	19990117	20071231	70	34.00
2007	2106	7DTDYV	19990718	20071231	70	24.00
2007	2106	7FRW5W	19870308	20071224	96	80.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	939.63	117.45	131.66	16.46
2006	935.39	116.92	160.66	20.08
2007	831.02	103.88	80.00	10.00

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2107	7FQLQ8	0	20051231	70	104.19
2005	2107	7H7QDW	19740904	20051231	70	24.00
2005	2107	7GDFKL	19770911	20051231	70	77.00
2005	2107	7P0X2X	19780226	20051231	70	11.00
2005	2107	7DRMLT	19830220	20051231	70	145.00
2005	2107	7FQP2J	19830220	20051231	70	18.00
2005	2107	7HLZVC	19830220	20051231	70	11.00
2005	2107	7DBHQW	19840312	20051231	70	58.51
2005	2107	7GSXWT	19840826	20051231	70	17.00
2005	2107	7GJZ19	19850902	20051231	70	6.48
2005	2107	7GRR37	19850902	20051231	70	30.48
2005	2107	K91ZYX	19850902	20051231	70	133.48
2005	2107	7GKM7D	19860901	20051231	70	47.02
2005	2107	7GQFBJ	19870308	20051231	70	27.51
2005	2107	7FMKKC	19870813	20051231	70	139.36
2005	2107	7DXC9Z	19870830	20051231	70	10.36
2005	2107	7C*LSP	19880228	20051231	70	54.36
2005	2107	7F003Z	19880828	20051231	70	85.32
2005	2107	7FHLH7	19880828	20051231	70	69.00

2005	2107	7FXPWH	19890226	20051231	70	136.30
2005	2107	7HT3JY	19890618	20051231	70	40.00
2005	2107	7DYM31	19890820	20051231	70	135.32
2005	2107	7DZXPW	19900225	20051231	70	0.70
2005	2107	KHJ56Z	19900819	20051231	70	61.36
2005	2107	7F1*3Y	19900913	20051231	70	28.53
2005	2107	7GW8VY	19910326	20051231	70	99.52
2005	2107	7C*5X9	19940801	20051231	70	40.64
2005	2107	7G28LH	19940814	20051231	70	15.32
2005	2107	7HJ59B	19960721	20051231	70	80.00
2005	2107	7HNFG5	19980125	20051231	70	96.00
2005	2107	7D085X	19980705	20051231	70	23.00
2005	2107	7H33KS	19980705	20051231	70	100.00
2005	2107	7D7019	19990117	20051231	70	12.00
2005	2107	7DZ52Q	19990718	20051231	70	56.00
2005	2107	7FTRXN	20000109	20051231	70	42.00
2005	2107	7D69VC	20000317	20051231	70	64.00
2005	2107	K91ZYG	19850902	20051223	96	25.00
2006	2107	7GDFKL	19770911	20061231	70	96.00
2006	2107	7P0X2X	19780226	20061231	70	112.00
2006	2107	7DRMLT	19830220	20061231	70	112.00
2006	2107	7HLZVC	19830220	20061231	70	27.00
2006	2107	7GSXWT	19840826	20061231	70	22.00
2006	2107	7GRR37	19850902	20061231	70	48.53
2006	2107	K91ZYG	19850902	20061231	70	140.53
2006	2107	7GKM7D	19860901	20061231	70	38.48
2006	2107	7FMKKC	19870813	20061231	70	37.32
2006	2107	7DXC9Z	19870830	20061231	70	4.32
2006	2107	7C*LSP	19880228	20061231	70	50.34
2006	2107	7F003Z	19880828	20061231	70	3.36
2006	2107	7FHLH7	19880828	20061231	70	101.36
2006	2107	7DMYLY	19890226	20061231	70	14.66
2006	2107	7FXPWH	19890226	20061231	70	122.36
2006	2107	7HT3JY	19890618	20061231	70	12.00
2006	2107	7DYM31	19890820	20061231	70	17.32
2006	2107	KHJ56Z	19900819	20061231	70	7.32
2006	2107	7GW8VY	19910326	20061231	70	109.51
2006	2107	7G28LH	19940814	20061231	70	23.36
2006	2107	7HJ59B	19960721	20061231	70	56.15
2006	2107	7CZN54	19970706	20061231	70	10.00
2006	2107	7HNFG5	19980125	20061231	70	88.00
2006	2107	7H33KS	19980705	20061231	70	96.00
2006	2107	7D8DTH	19981002	20061231	70	8.00
2006	2107	7D7019	19990117	20061231	70	11.00
2006	2107	7DTDG6	20000109	20061231	70	18.50
2006	2107	7FTRXN	20000109	20061231	70	70.00
2006	2107	7D69VC	20000317	20061231	70	12.00
2006	2107	8HPYCB	20000716	20061231	70	22.00

2007	2107	7DRMLT	19830220	20071231	70	148.00
2007	2107	7HLZVC	19830220	20071231	70	16.00
2007	2107	7DBHQW	19840312	20071231	70	72.00
2007	2107	7GSXWT	19840826	20071231	70	5.00
2007	2107	7GRR37	19850902	20071231	70	28.00
2007	2107	7GKM7D	19860901	20071231	70	108.53
2007	2107	7GQFBJ	19870308	20071231	70	54.99
2007	2107	7DXC9Z	19870830	20071231	70	45.32
2007	2107	7F003Z	19880828	20071231	70	13.32
2007	2107	7FHLH7	19880828	20071231	70	61.32
2007	2107	7FXPWH	19890226	20071231	70	56.34
2007	2107	7HT3JY	19890618	20071231	70	23.02
2007	2107	7DW31G	19900212	20071231	70	2.65
2007	2107	7GW8VY	19910326	20071231	70	91.47
2007	2107	7G28LH	19940814	20071231	70	45.32
2007	2107	7HJ59B	19960721	20071231	70	62.16
2007	2107	7CZN54	19970706	20071231	70	92.15
2007	2107	7HNFG5	19980125	20071231	70	56.00
2007	2107	7D085X	19980705	20071231	70	29.00
2007	2107	7H33KS	19980705	20071231	70	120.00
2007	2107	7D8DTH	19981002	20071231	70	23.00
2007	2107	7FTRXN	20000109	20071231	70	48.00
2007	2107	7D69VC	20000317	20071231	70	62.00
2007	2107	8HPYCB	20000716	20071231	70	60.00
2007	2107	7GRR37	19850902	20071217	96	40.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	2099.76	262.47	25.00	3.13
2006	1491.42	186.43	0.00	0.00
2007	1323.59	165.45	40.00	5.00

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2150	7HNDXS	19840226	20051231	70	16.34
2005	2150	7G85Q7	19870805	20051231	70	14.68
2005	2150	7GV3BB	19880228	20051231	70	198.36
2005	2150	7D08SF	19890820	20051231	70	13.32
2005	2150	7FWM59	19900819	20051231	70	43.36
2005	2150	7P*V*X	19910407	20051231	70	67.72
2005	2150	6QVTBL	19910425	20051231	70	13.32
2005	2150	7CV8DM	19920405	20051231	70	7.64
2005	2150	7HX34Z	19920830	20051231	70	39.32
2005	2150	7F31Q3	19940109	20051231	70	31.20
2005	2150	KMW8K2	19940109	20051231	70	3.20

2005	2150	7F500N	19940814	20051231	70	28.64
2005	2150	7G*K61	19940814	20051231	70	0.44
2005	2150	7G2RGZ	19941102	20051231	70	6.00
2005	2150	7D0HDN	19960917	20051231	70	60.00
2005	2150	79788W	19981017	20051231	70	4.00
2005	2150	7D8BQZ	19990718	20051231	70	22.00
2005	2150	6QZJS3	20000109	20051231	70	19.00
2005	2150	7G3L9C	20000227	20051231	70	52.00
2005	2150	7D0HDN	19960917	20051229	96	60.00
2006	2150	7HNDXS	19840226	20061231	70	14.00
2006	2150	5G54GM	19860920	20061231	70	54.98
2006	2150	7CX1Q*	19880228	20061231	70	10.50
2006	2150	7GV3BB	19880228	20061231	70	184.34
2006	2150	7D08SF	19890820	20061231	70	85.32
2006	2150	7HS2YG	19900425	20061231	70	31.32
2006	2150	7FWM59	19900819	20061231	70	5.32
2006	2150	7FG99B	19910407	20061231	70	7.36
2006	2150	7P*V*X	19910407	20061231	70	44.68
2006	2150	7CV8DM	19920405	20061231	70	76.68
2006	2150	7DZ81D	19920830	20061231	70	9.64
2006	2150	7HX34Z	19920830	20061231	70	25.32
2006	2150	7H*F65	19931115	20061231	70	18.50
2006	2150	7F500N	19940814	20061231	70	1.36
2006	2150	7FYH0K	19940814	20061231	70	15.00
2006	2150	7G2RGZ	19941102	20061231	70	17.86
2006	2150	7D0HDN	19960917	20061231	70	2.49
2006	2150	7D8BQZ	19990718	20061231	70	10.00
2006	2150	7J12JY	20030117	20061231	70	41.00
2007	2150	7FKD36	19770911	20071231	70	24.00
2007	2150	7HNDXS	19840226	20071231	70	8.00
2007	2150	5G54GM	19860920	20071231	70	36.53
2007	2150	7CX1Q*	19880228	20071231	70	8.30
2007	2150	7GV3BB	19880228	20071231	70	170.30
2007	2150	7FM2SW	19890605	20071231	70	3.87
2007	2150	7HS2YG	19900425	20071231	70	16.68
2007	2150	7FWM59	19900819	20071231	70	17.32
2007	2150	7FG99B	19910407	20071231	70	2.64
2007	2150	7P*V*X	19910407	20071231	70	10.64
2007	2150	7CV8DM	19920405	20071231	70	0.68
2007	2150	7DZ81D	19920830	20071231	70	77.36
2007	2150	7HX34Z	19920830	20071231	70	39.36
2007	2150	7H*F65	19931115	20071231	70	57.80
2007	2150	6QXS5G	19940109	20071231	70	16.63
2007	2150	7F31Q3	19940109	20071231	70	12.30
2007	2150	7F500N	19940814	20071231	70	9.32
2007	2150	7FYH0K	19940814	20071231	70	23.32
2007	2150	7G2RGZ	19941102	20071231	70	32.83
2007	2150	6QZJS3	20000109	20071231	70	22.00

2007	2150	7C*NMX	20021217	20071231	70	52.60
2007	2150	7J12JY	20030117	20071231	70	23.00

	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	640.54	80.07	60.00	7.50
2006	655.67	81.96	0.00	0.00
2007	665.48	83.19	0.00	0.00

LEAVE-YR	SECTION	EID	SERVICE-DT	LEAVE-DATE	TYPE	HOURS
2005	2108	7G9TPT	0	20051231	70	28.00
2005	2108	7HNY8J	0	20051231	70	36.50
2005	2108	7J66YQ	19710110	20051231	70	49.50
2005	2108	7CNF97	19760912	20051231	70	47.00
2005	2108	7F7MQ0	19780226	20051231	70	15.00
2005	2108	7J98QR	19780910	20051231	70	32.00
2005	2108	7DFKFV	19800203	20051231	70	67.50
2005	2108	7FM4JM	19820228	20051231	70	5.34
2005	2108	7GGNF7	19820724	20051231	70	10.50
2005	2108	7J6F89	19840226	20051231	70	0.70
2005	2108	7FNSF9	19850303	20051231	70	3.52
2005	2108	7HR7BQ	19861005	20051231	70	17.76
2005	2108	7HWRN9	19880228	20051231	70	13.00
2005	2108	7HT2KX	19890226	20051231	70	3.00
2005	2108	7F*WC6	19890321	20051231	70	75.98
2005	2108	7GRLFL	19900225	20051231	70	43.66
2005	2108	7CX1H0	19900819	20051231	70	13.36
2005	2108	7FRWJX	19900819	20051231	70	2.00
2005	2108	7HXXX9	19900819	20051231	70	24.68
2005	2108	7HZ1C0	19910407	20051231	70	20.32
2005	2108	7FXPBC	19911017	20051231	70	22.50
2005	2108	7FZM5J	19940109	20051231	70	41.20
2005	2108	7FNWZM	19940814	20051231	70	2.64
2005	2108	7G3*H7	19940814	20051231	70	2.14
2005	2108	7J39GG	19941217	20051231	70	0.02
2005	2108	7F848B	19960721	20051231	70	60.00
2005	2108	7HTWYF	19960721	20051231	70	12.00
2005	2108	7GJVTY	19961118	20051231	70	40.00
2005	2108	7CQHYW	19980105	20051231	70	22.00
2005	2108	7CM97M	19980705	20051231	70	39.00
2005	2108	3GCK67	20000227	20051231	70	52.00
2005	2108	7G2YVP	20000716	20051231	70	80.00
2005	2108	7JB2GX	0	20051230	96	45.00
2005	2108	7GC7*V	19770911	20051130	96	37.50

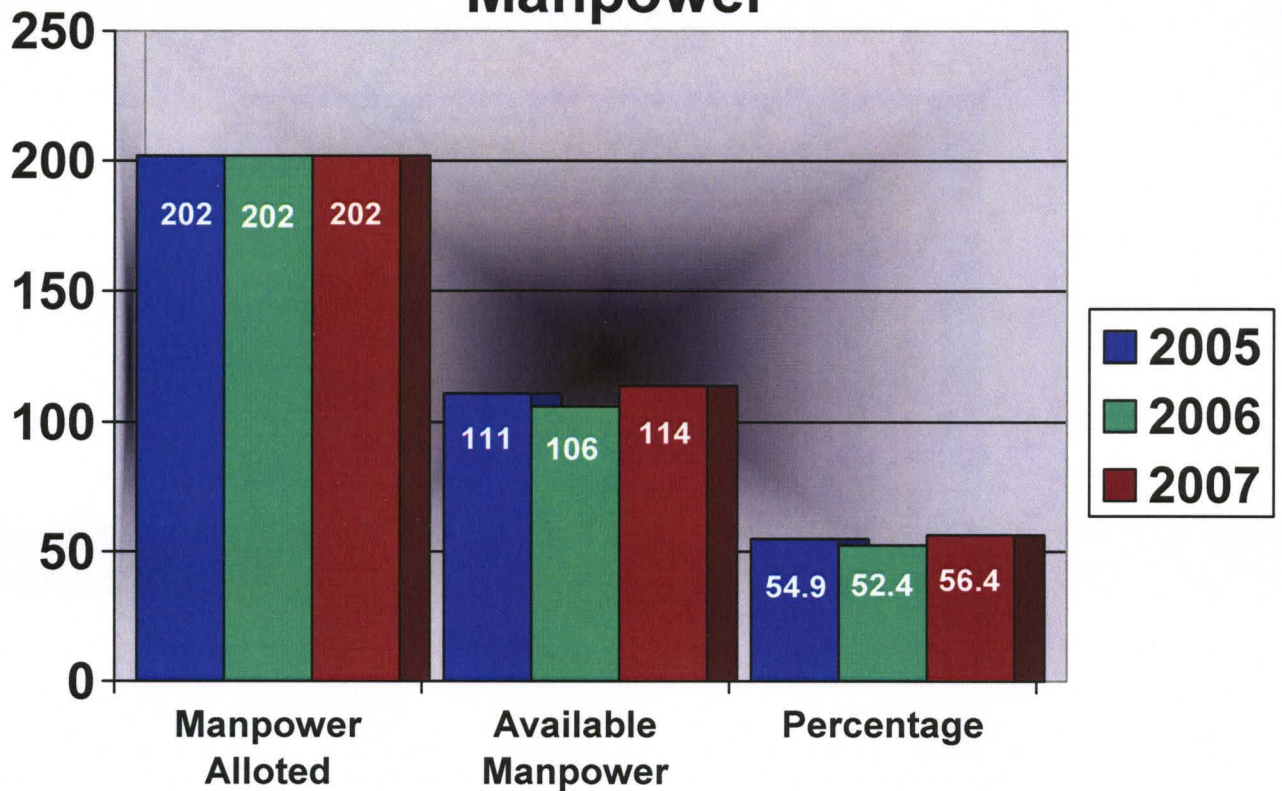
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2005	2108	7FXPBC	19911017	20051231	96	16.56
2005	2108	7RH7L*	19980517	20050812	96	32.83
2006	2108	7DMR98	0	20061231	70	10.04
2006	2108	7G9TPT	0	20061231	70	16.00
2006	2108	7HNY8J	0	20061231	70	38.00
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2006	2108	7F7MQ0	19780226	20061231	70	37.50
2006	2108	7DFKFV	19800203	20061231	70	120.00
2006	2108	7CWZLH	19820228	20061231	70	34.50
2006	2108	7FM4JM	19820228	20061231	70	25.00
2006	2108	7NWSF0	19820228	20061231	70	79.00
2006	2108	7CX3YL	19830220	20061231	70	22.34
2006	2108	7GLQZT	19830220	20061231	70	7.50
2006	2108	7HM42T	19840226	20061231	70	34.52
2006	2108	7FNSF9	19850303	20061231	70	9.51
2006	2108	7DY2YD	19850902	20061231	70	7.50
2006	2108	7HR7BQ	19861005	20061231	70	65.34
2006	2108	GH8DCH	19870308	20061231	70	5.98
2006	2108	7HSPQG	19870311	20061231	70	138.50
2006	2108	7HWRN9	19880228	20061231	70	0.34
2006	2108	73NTPJ	19890226	20061231	70	10.66
2006	2108	7HVJQF	19890820	20061231	70	11.32
2006	2108	7GRLFL	19900225	20061231	70	52.02
2006	2108	7HXVD4	19900225	20061231	70	9.30
2006	2108	J8VWKQ	19900225	20061231	70	66.14
2006	2108	7CX1H0	19900819	20061231	70	39.32
2006	2108	7HXXX9	19900819	20061231	70	23.32
2006	2108	7F2KRN	19910407	20061231	70	8.00
2006	2108	7HZ1C0	19910407	20061231	70	44.68
2006	2108	7HN8Q4	19920727	20061231	70	3.04
2006	2108	7FZM5J	19940109	20061231	70	9.17
2006	2108	7HQ7C0	19960721	20061231	70	20.00
2006	2108	7HTWYF	19960721	20061231	70	18.15
2006	2108	7CM97M	19980705	20061231	70	80.00
2006	2108	3GCK67	20000227	20061231	70	86.00
2006	2108	7G9TPT	0	20061228	96	96.00
2006	2108	7CNF97	19760912	20061227	96	37.50
2006	2108	7GC7*V	19770911	20061227	96	37.50
2006	2108	7DYLSH	19880828	20061201	96	40.00
2006	2108	7FXPBC	19911017	20061230	96	78.42
2007	2108	7J66YQ	19710110	20071231	70	30.00
2007	2108	7CNF97	19760912	20071231	70	6.50
2007	2108	7F7MQ0	19780226	20071231	70	15.00
2007	2108	7J98QR	19780910	20071231	70	16.00
2007	2108	7L8TFH	19780915	20071231	70	12.61
2007	2108	7DFKFV	19800203	20071231	70	7.50

2007	2108	7CWZLH	19820228	20071231	70	55.50
2007	2108	7FM1M0	19820228	20071231	70	64.00
2007	2108	7CX3YL	19830220	20071231	70	32.00
2007	2108	7GLQZT	19830220	20071231	70	5.00
2007	2108	7HM42T	19840226	20071231	70	22.50
2007	2108	7J6F89	19840226	20071231	70	40.00
2007	2108	7FNSF9	19850303	20071231	70	29.00
2007	2108	7HR7BQ	19861005	20071231	70	16.20
2007	2108	7GRQ3Q	19870308	20071231	70	10.49
2007	2108	7HSPQG	19870311	20071231	70	131.52
2007	2108	1VTC8S	19880211	20071231	70	58.06
2007	2108	7HWRN9	19880228	20071231	70	10.30
2007	2108	7DYLSH	19880828	20071231	70	32.76
2007	2108	73NTPJ	19890226	20071231	70	0.34
2007	2108	7HT2KX	19890226	20071231	70	6.84
2007	2108	7F*WC6	19890321	20071231	70	1.77
2007	2108	7HVJQF	19890820	20071231	70	29.36
2007	2108	7GRLFL	19900225	20071231	70	58.98
2007	2108	7HXVD4	19900225	20071231	70	22.36
2007	2108	J8VWKQ	19900225	20071231	70	80.36
2007	2108	7FRWJX	19900819	20071231	70	4.64
2007	2108	7HXXX9	19900819	20071231	70	109.32
2007	2108	7HZ1C0	19910407	20071231	70	18.64
2007	2108	7FXPBC	19911017	20071231	70	5.28
2007	2108	7DDQGS	19930119	20071231	70	9.83
2007	2108	7D5WSY	19930404	20071231	70	12.32
2007	2108	7FZM5J	19940109	20071231	70	110.31
2007	2108	7G3*H7	19940814	20071231	70	4.68
2007	2108	7F848B	19960721	20071231	70	81.98
2007	2108	7HTWYF	19960721	20071231	70	25.93
2007	2108	7GJVTY	19961118	20071231	70	0.65
2007	2108	7CQHYW	19980105	20071231	70	22.00
2007	2108	7CM97M	19980705	20071231	70	80.00
2007	2108	7DMR98	0	20070825	96	24.00
2007	2108	7HNY8J	0	20071214	96	3.50
2007	2108	7JB2GX	0	20070716	96	41.75
2007	2108	7CNF97	19760912	20071220	96	35.00
2007	2108	7DFKFV	19800203	20071231	96	112.50
2007	2108	7NWSF0	19820228	20071231	96	91.50
2007	2108	7GB0WV	19841126	20070101	96	18.82
2007	2108	7HR7BQ	19861005	20071214	96	50.00

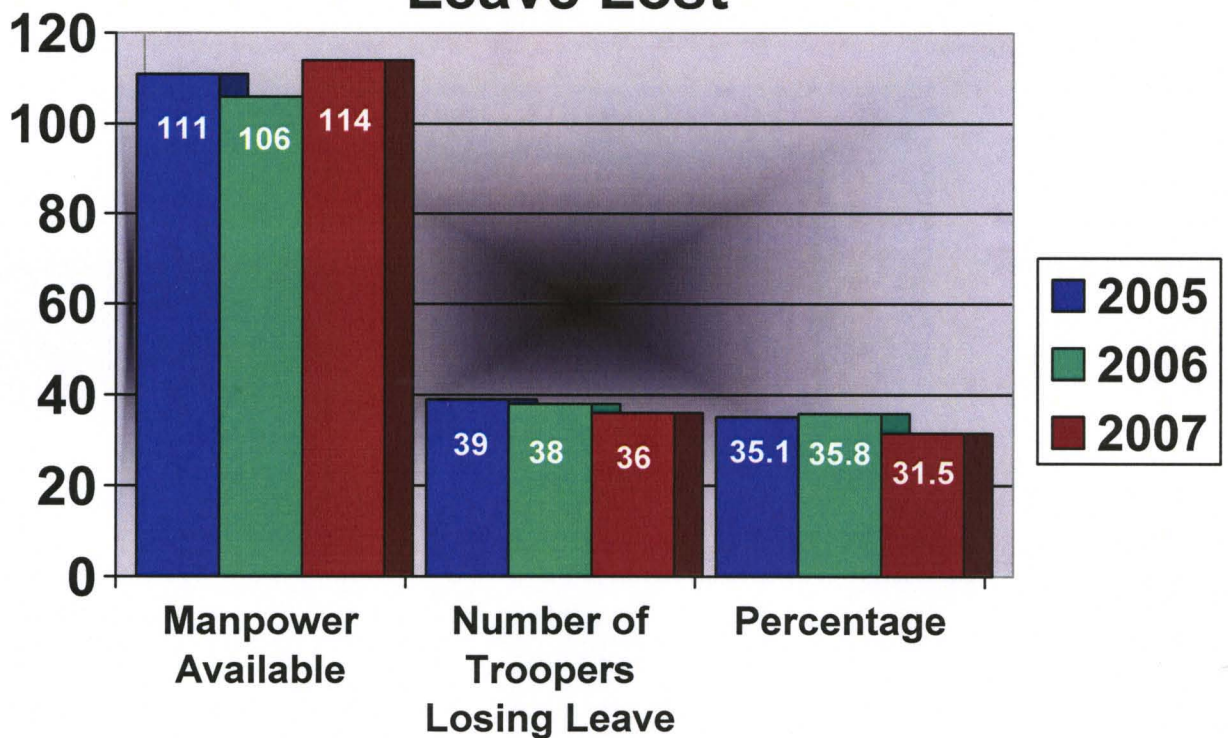
	TOTAL HRS	8 hr Days	Pool D Hrs	Pool D Days
2005	882.82	110.35	187.89	23.49
2006	1179.19	147.40	289.42	36.18
2007	1280.53	160.07	768.00	96.00

Troop One

Manpower

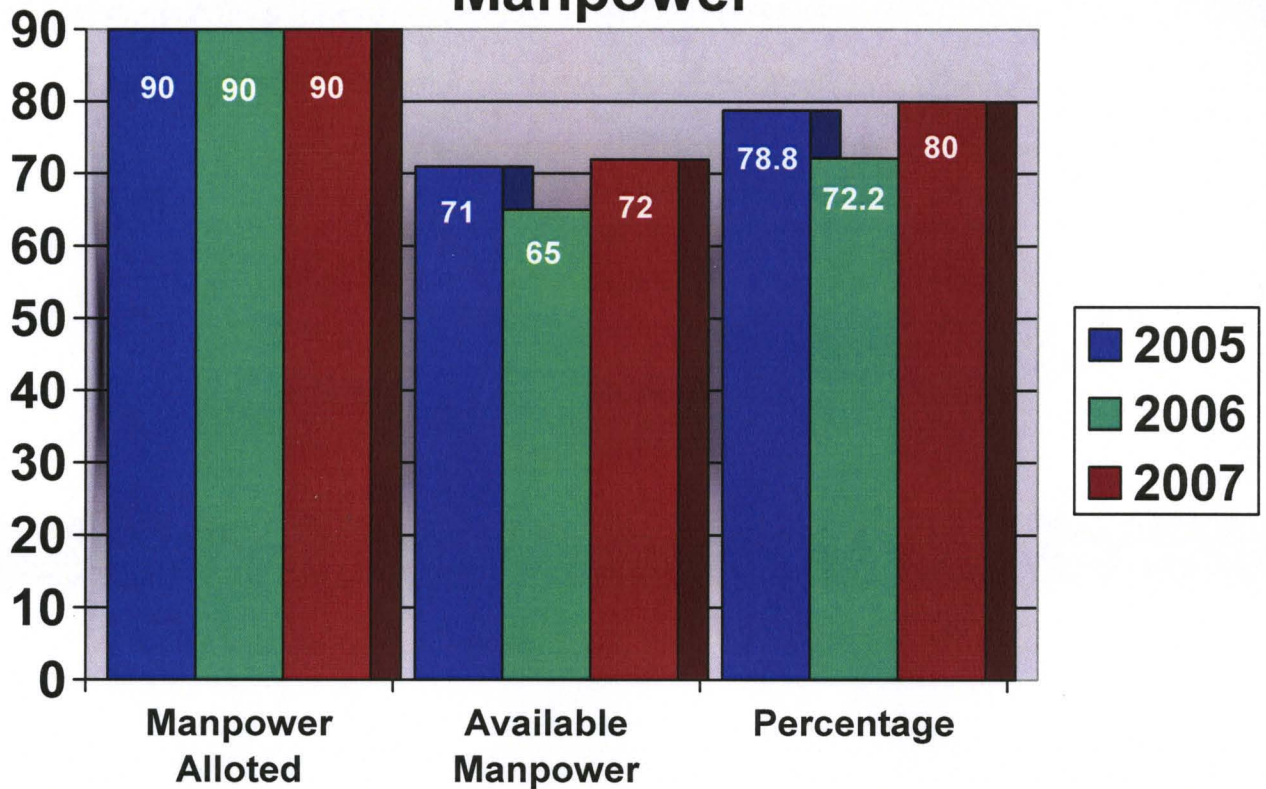


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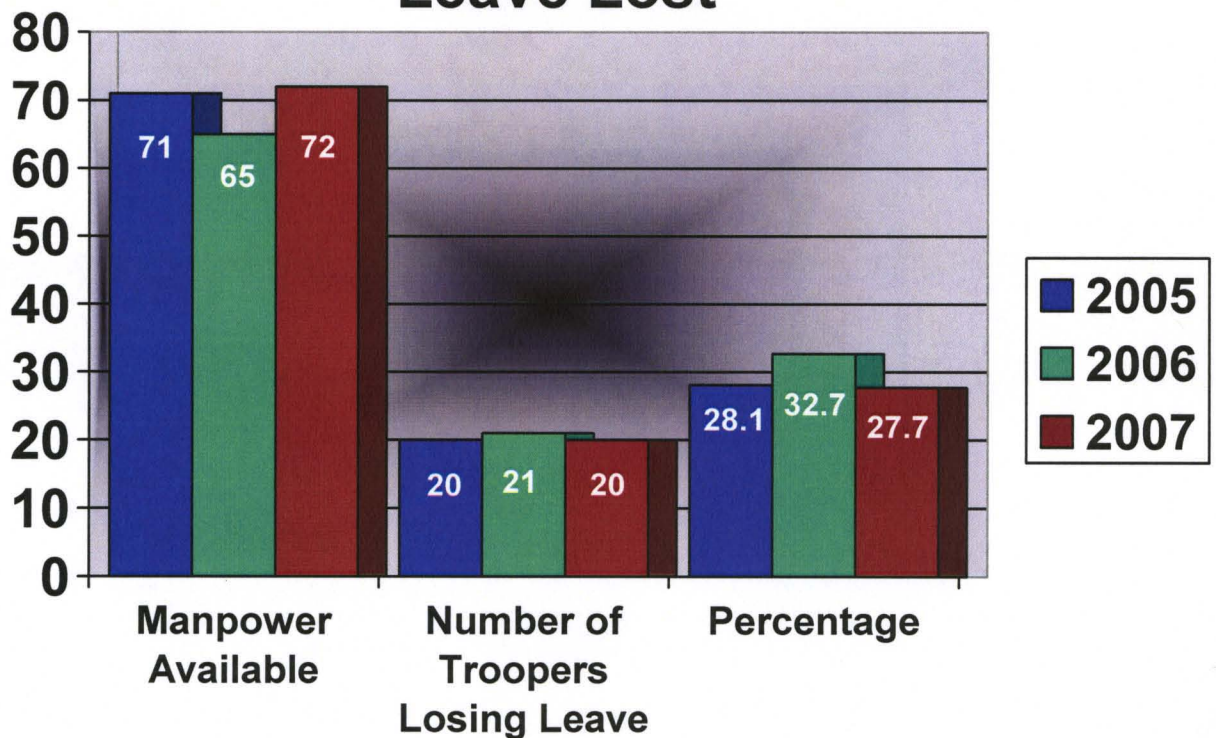


Troop Two

Manpower

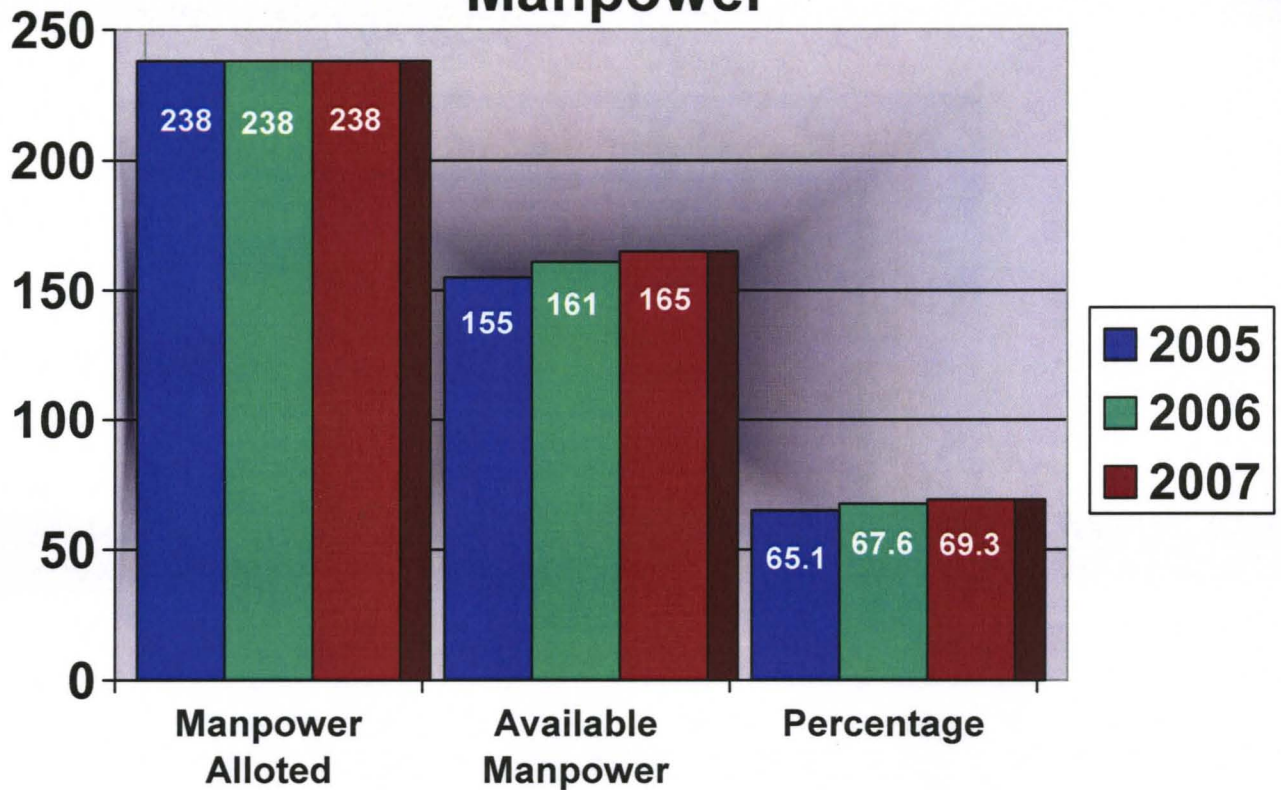


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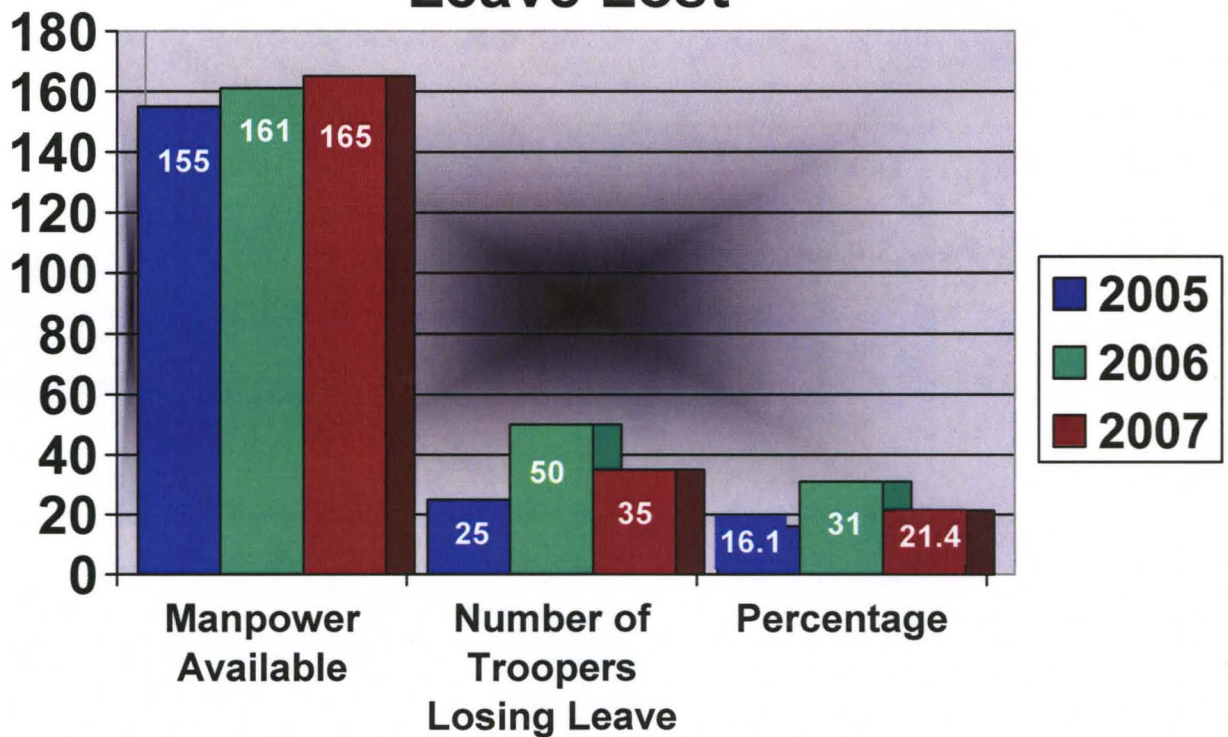


Troop Three

Manpower

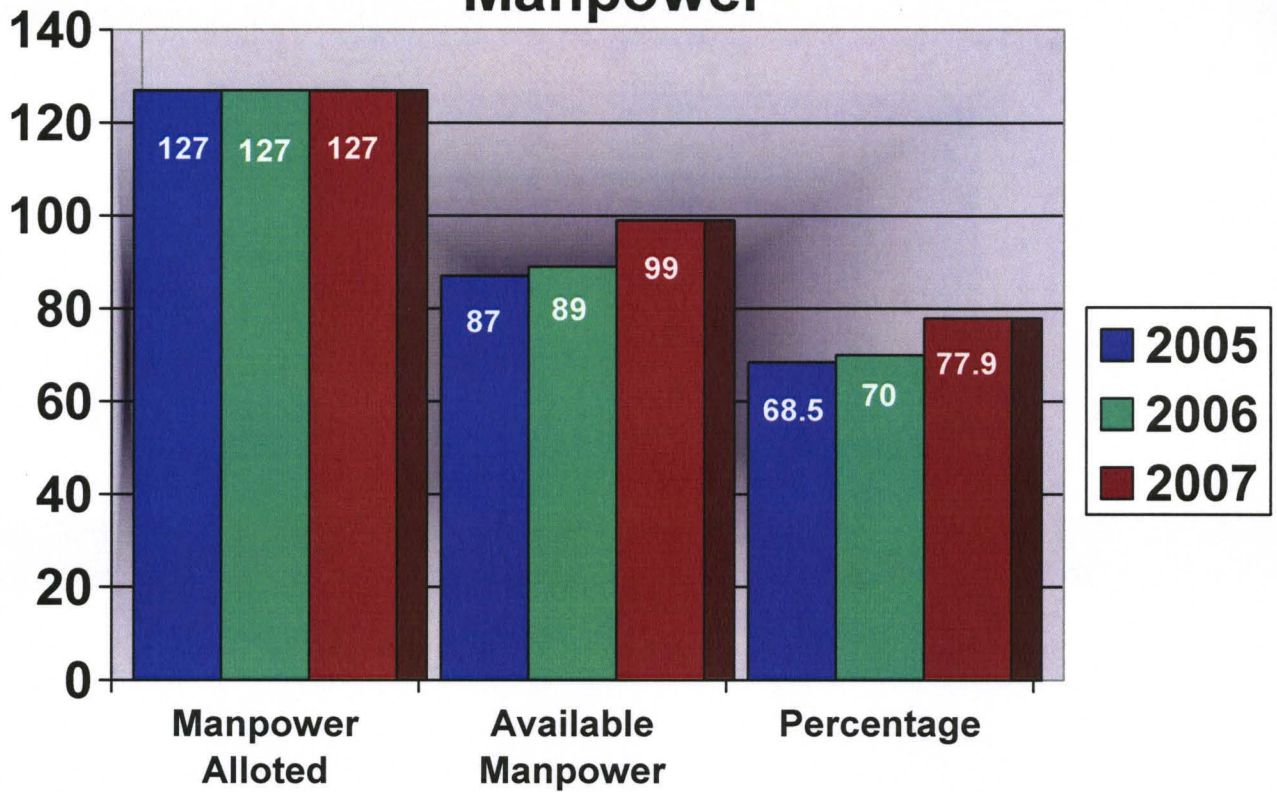


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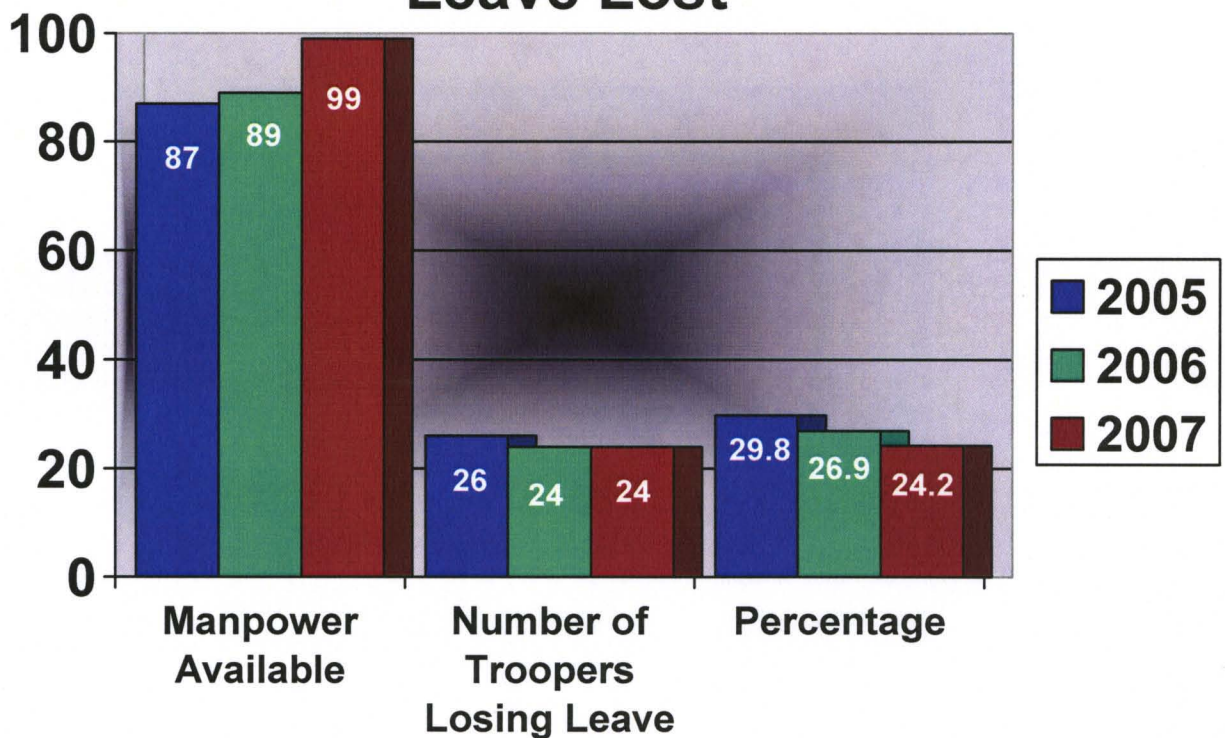


Troop Four

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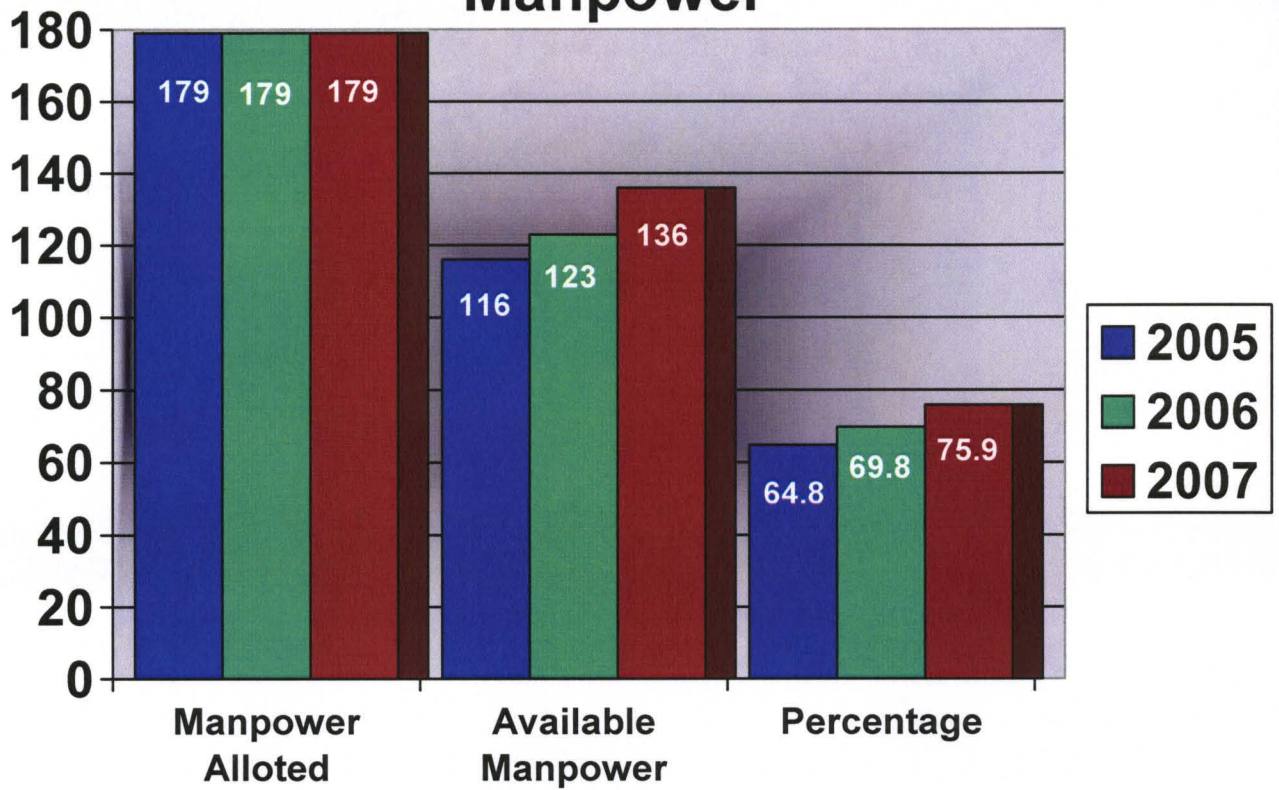


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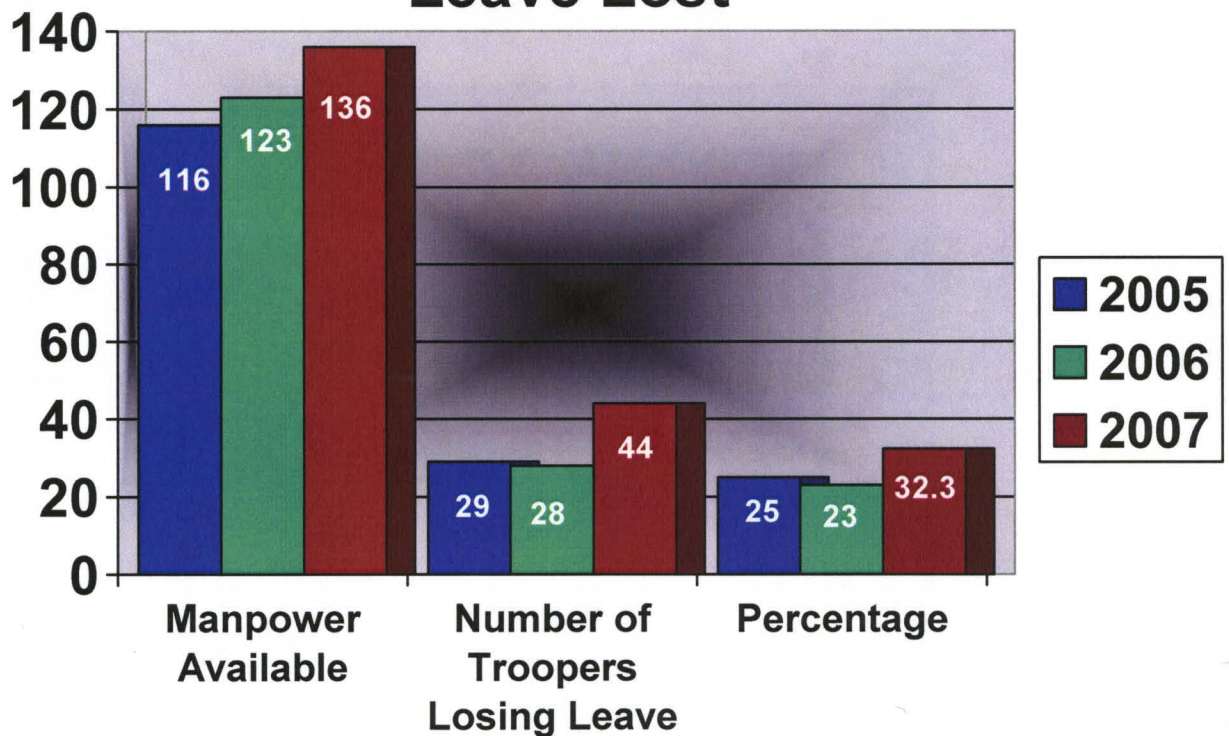


Troop Five

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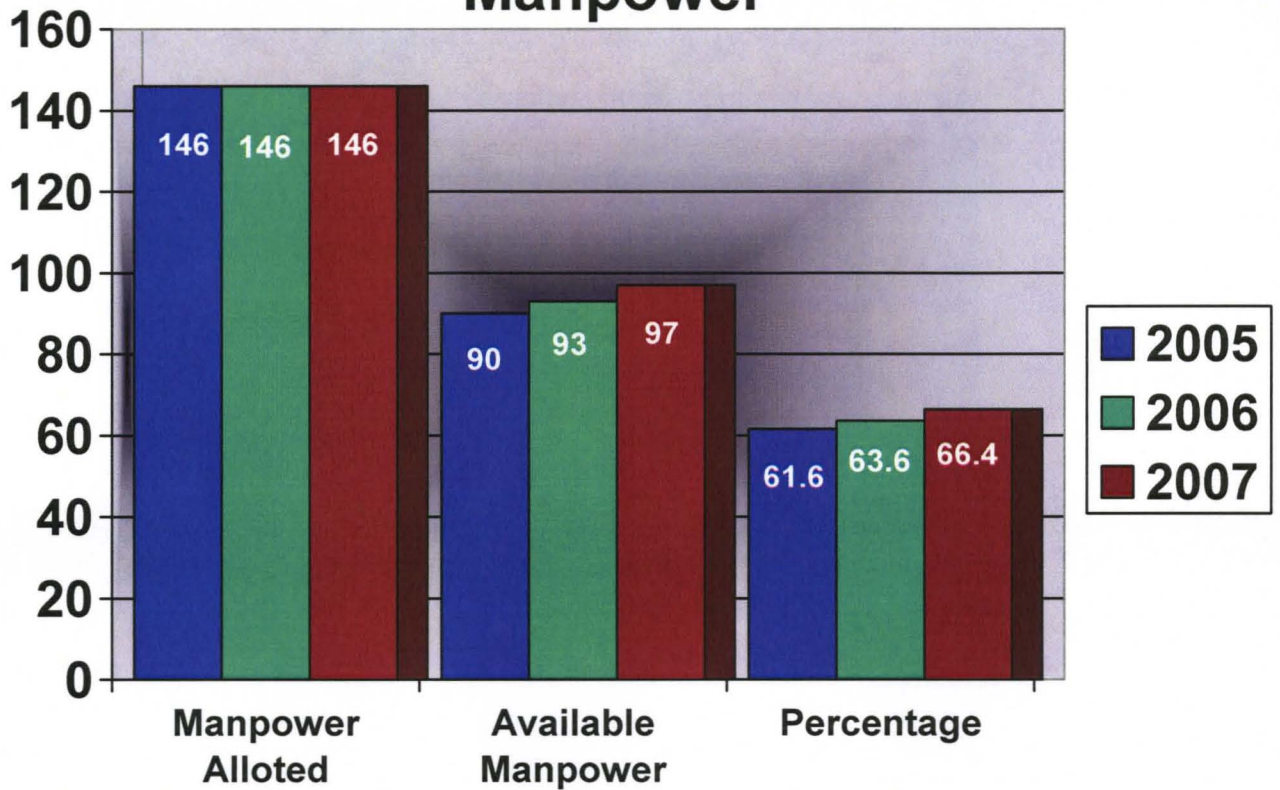


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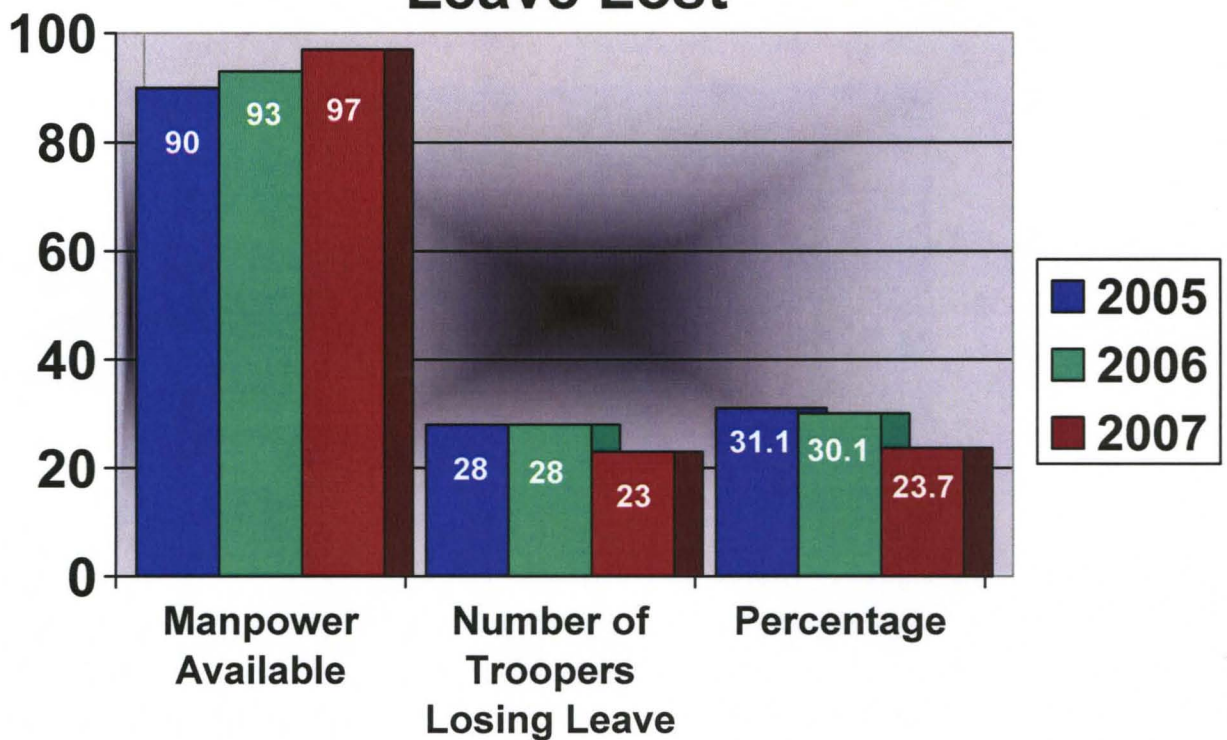


Troop Six

Manpower

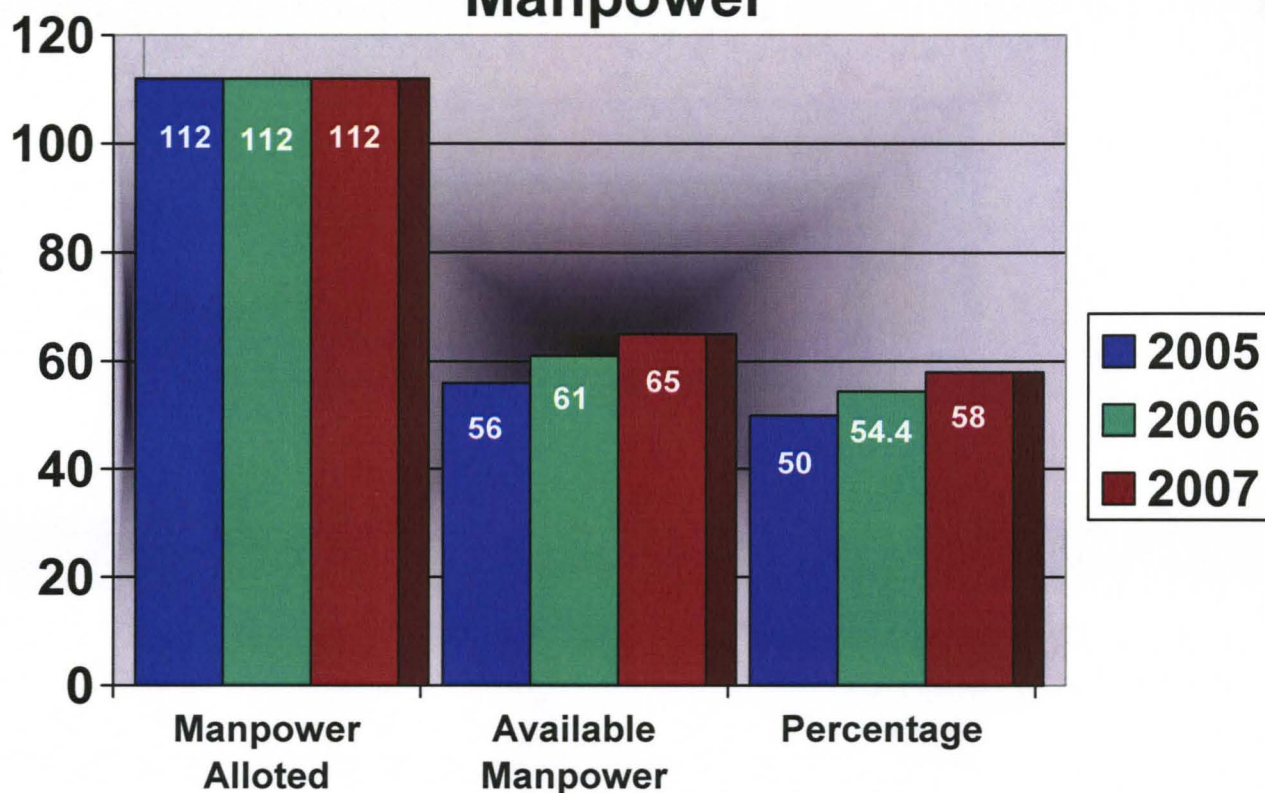


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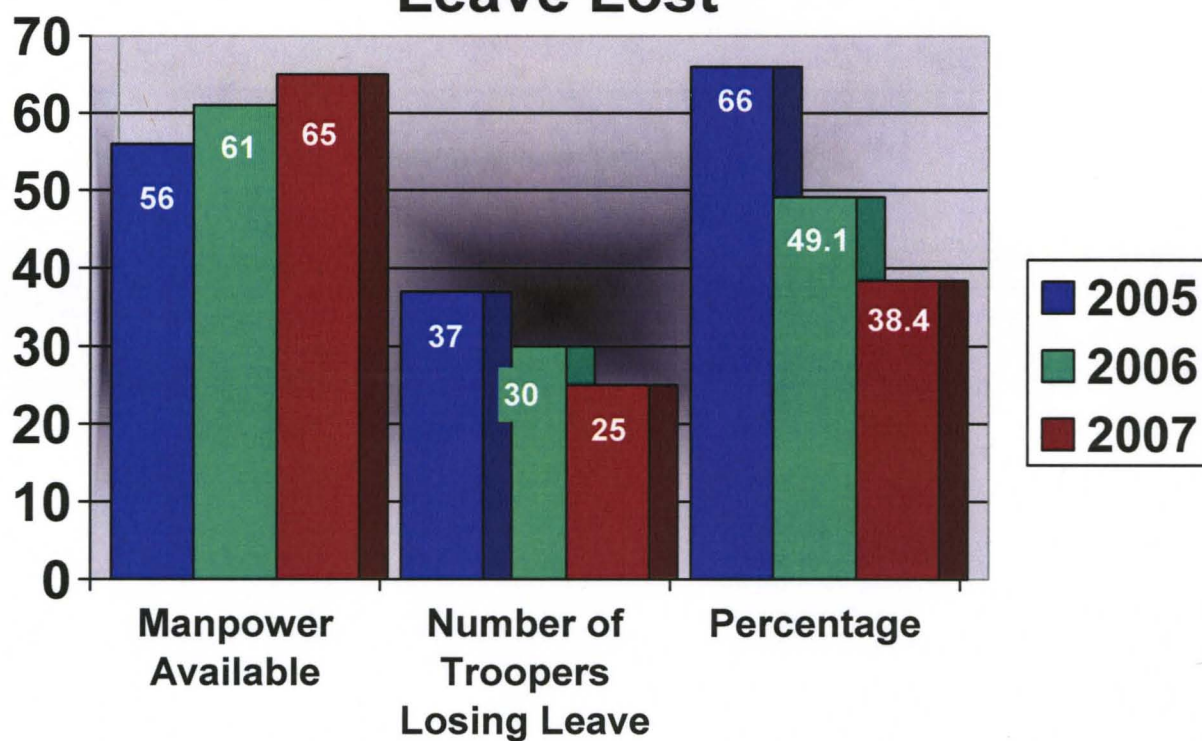


Troop Seven

Manpower

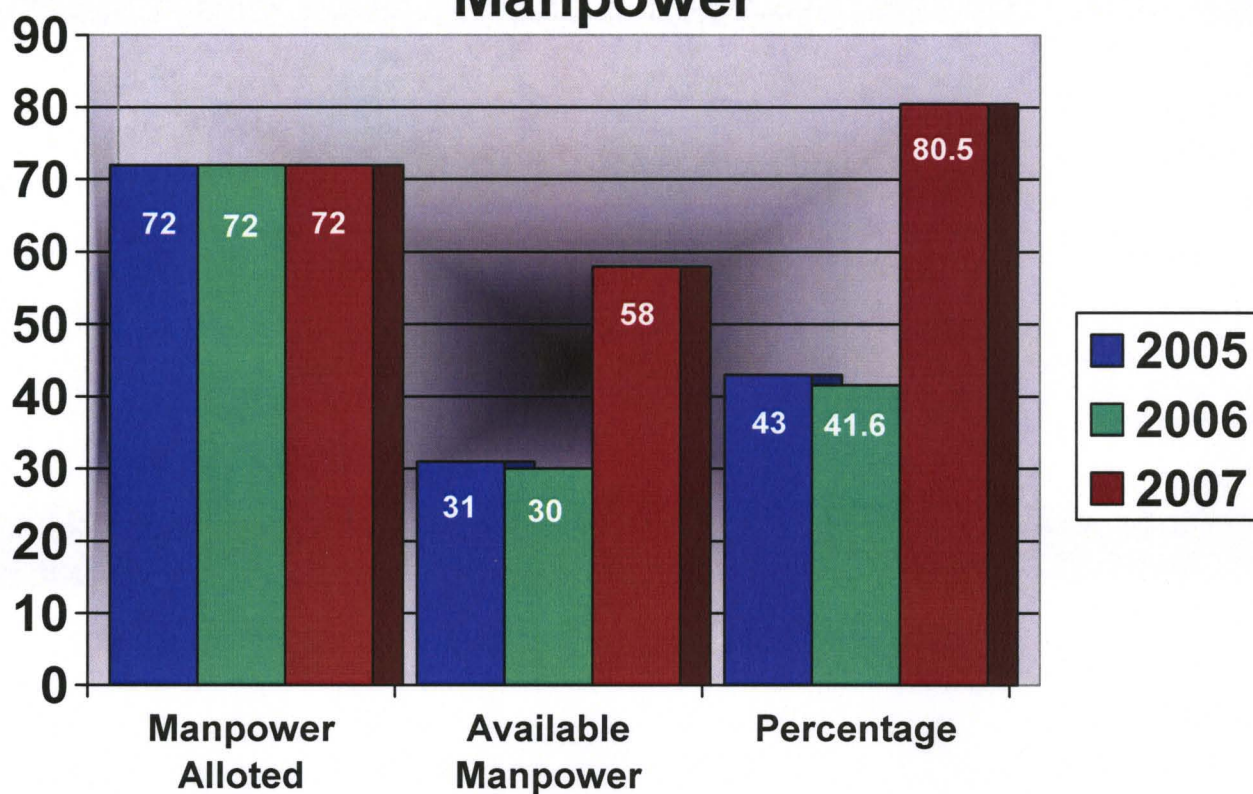


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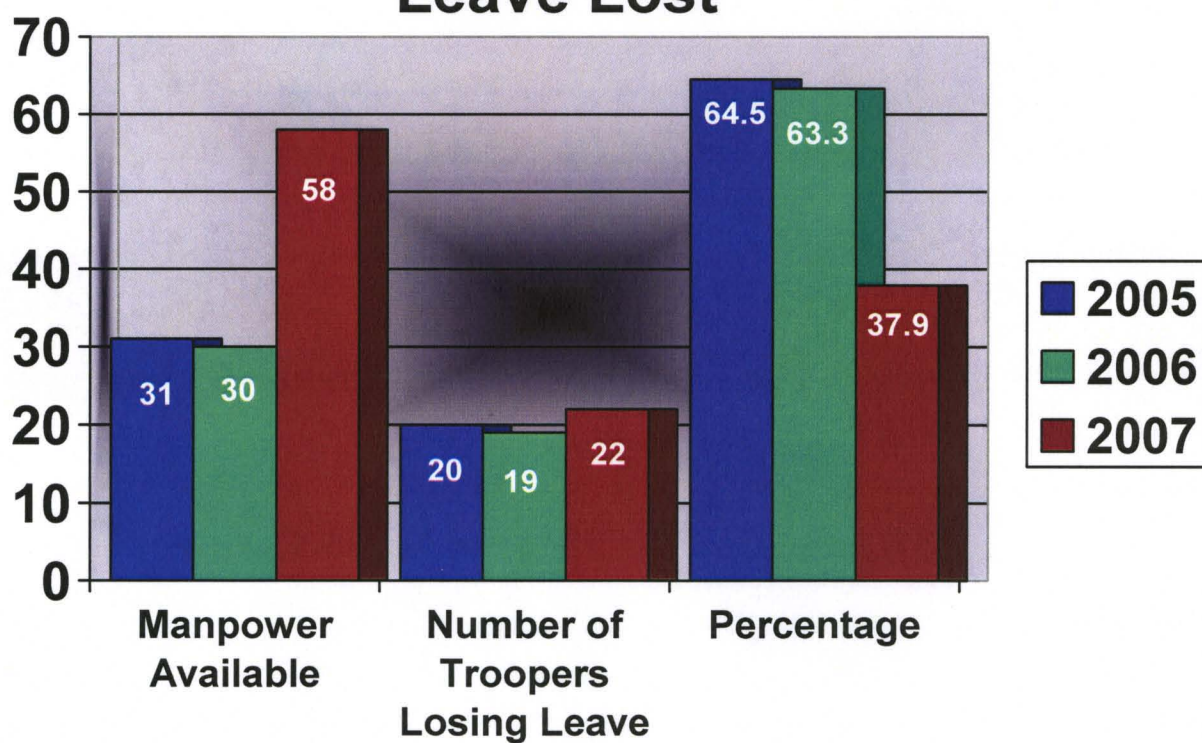


Troop Eight

Manpower

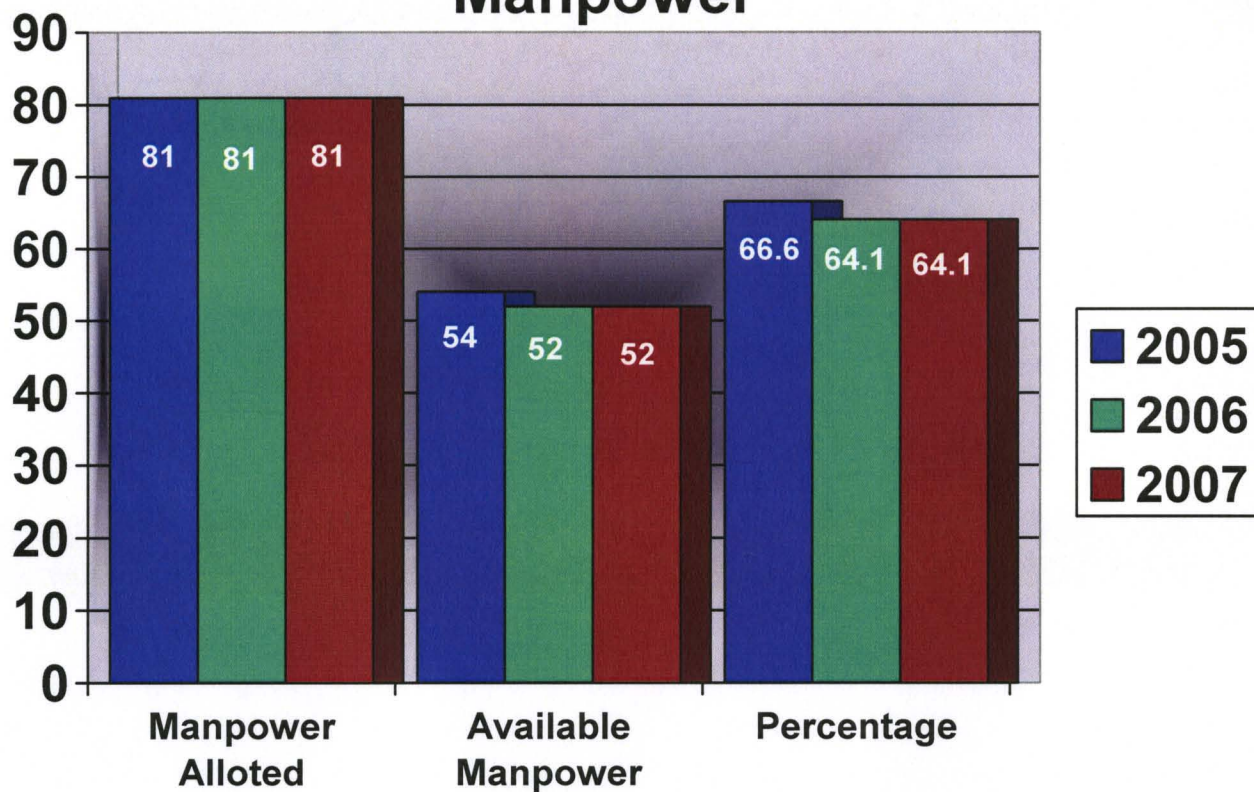


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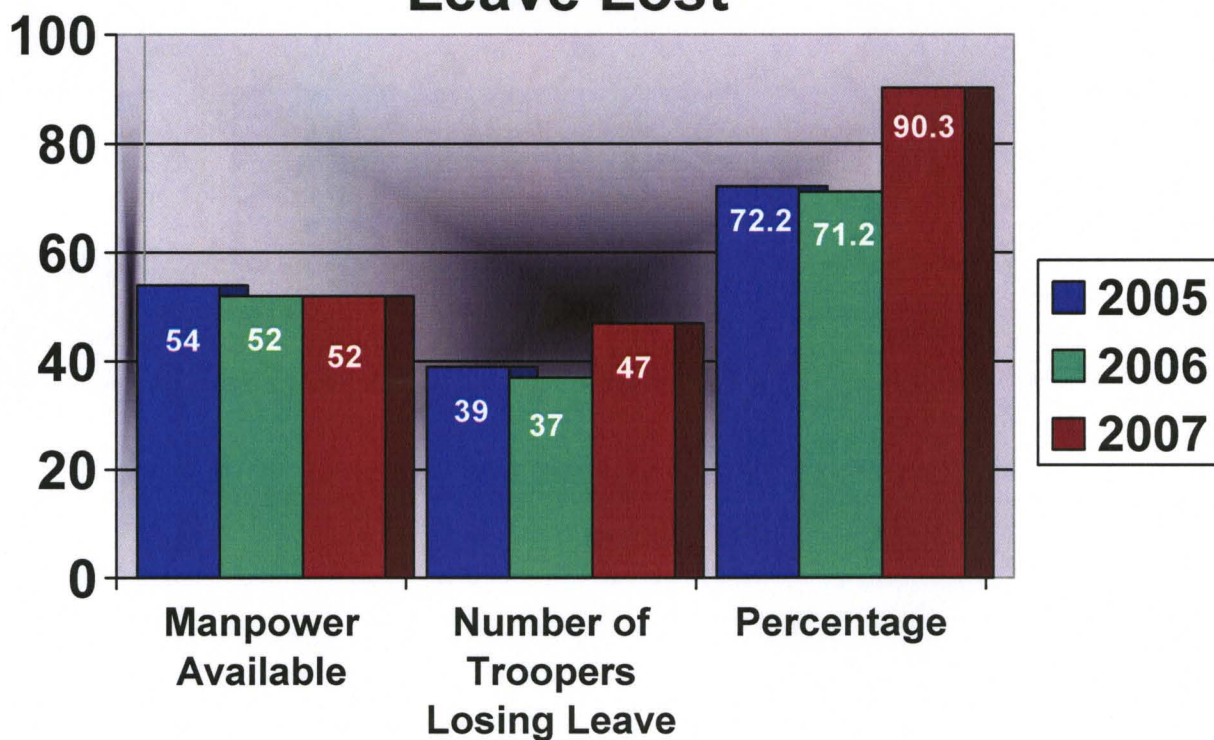


Troop Nine and HQ

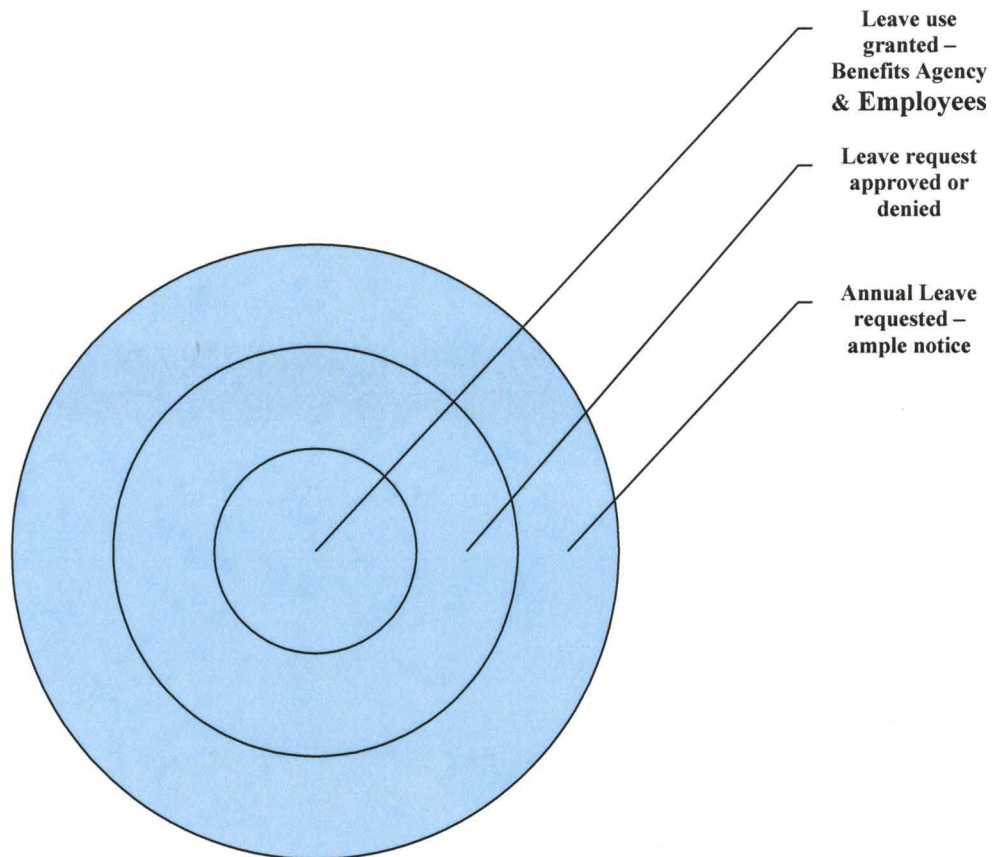
Manpower



Leave Lost



Annual Leave Request/Use Survey



The request, approval and use of annual leave if done right; benefits employees and the department. Hitting the “bulls eye” in this area of your responsibility is very important.

In a perfect world there would never be any conflict between when an employee requests leave and the supervisor’s ability to grant that request. Requirements on requesting leave and the approval and scheduling of that leave may vary somewhat from Post to Post and Troop to Troop. The purpose of this survey is to study this process, look at the variations and report the findings.

Please take a few minutes and complete this survey and return to Lieutenant J. C. Filyaw Troop Seven. Please scan and e-mail to jcfilyaw@schp.org or fax the completed survey to 803-531-6820.

If completing on line; highlight your answer if not please circle your response.

(1) Troop 1 2 3 4 5 6 7

(2) Post A-B-C-D-E -Optional

(3) Number of troopers under your supervision?

(1-15)

(16-20)

(21-25)

(25 or more)

(4) What level of importance does each of the following have in your determination of leave approval? **1 being the most important 5 the least**

(Manpower)	1	2	3	4	5
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(Post Coverage)	1	2	3	4	5
-----------------	---	---	---	---	---

(First to ask)	1	2	3	4	5
----------------	---	---	---	---	---

(Seniority)	1	2	3	4	5
-------------	---	---	---	---	---

(Time that is requested i.e. holidays, special events etc)	1	2	3	4	5
--	---	---	---	---	---

(5) How often do you deny a leave request?

(A) 1 out of 5 requests

(B) 1 out of 10 requests

(C) 1 out of 15 requests

(6) If you deny a request do you encourage or follow up with the employee to resubmit for another time? (Yes) (No)

(7) If you ever do deny leave requests what are some of the reasons?

- --
- --
- --
- --

(8) What percentage of your subordinates lost annual leave time in 2007?

- --

(9) Do you receive complaints when an employee loses annual leave? (Yes) (No)

(10) Do you ever leave your Post short on coverage by granting annual leave? (Yes) (No)

(11) As part of the state employee benefits package where would you rate the importance of annual leave?

- (A) Extremely High
- (B) High
- (C) Medium
- (D) Low

(12) How far in advance of scheduling to you require leave request be submitted?

- (A) No advance notice
- (B) One Week
- (C) Two Weeks
- (D) Three Weeks or more

Survey Results

The Annual Leave Request/Use Survey was provided to more than one half of the Post Commanders in South Carolina. Although their Posts vary in geographical area and manpower allotments, their responsibilities for providing ample troopers to respond to calls for service and provide proactive enforcement are the same.

Questions 1 & 2 were identification information.

Question 3 – Most Post Commanders manage 25 or more troopers.

Question 4 – The two leading issues that affect leave approval are Post Coverage, Available Manpower and Specifics on Time Requested (Restricted use on Holidays and During College Football Season and Hurricane Season).

Question 5 – Post Commanders only deny leave 1 out of 15 requests.

Question 6 – Post Commanders always follow up on rescheduling denied leave.

Question 7 – Accrued leave was lost in all but two of the posts involved in the survey.

Question 8 – Post Commanders in six of the thirteen posts surveyed receives complaints from subordinate personnel regarding the loss of accrued leave.

Question 9 – Five of the thirteen Post Commanders surveyed indicated they sometimes leave their post without ample coverage to grant leave request.

Question 10 – Eleven out of the thirteen Post Commanders surveyed consider the Department's leave benefits package important to very important.

Question 11 – Leave request are required by all but two Post Commanders two or more weeks in advance.



SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY

HIGHWAY PATROL DIVISION



ORGANIZATIONAL CHARTS

12/19/08

1 —

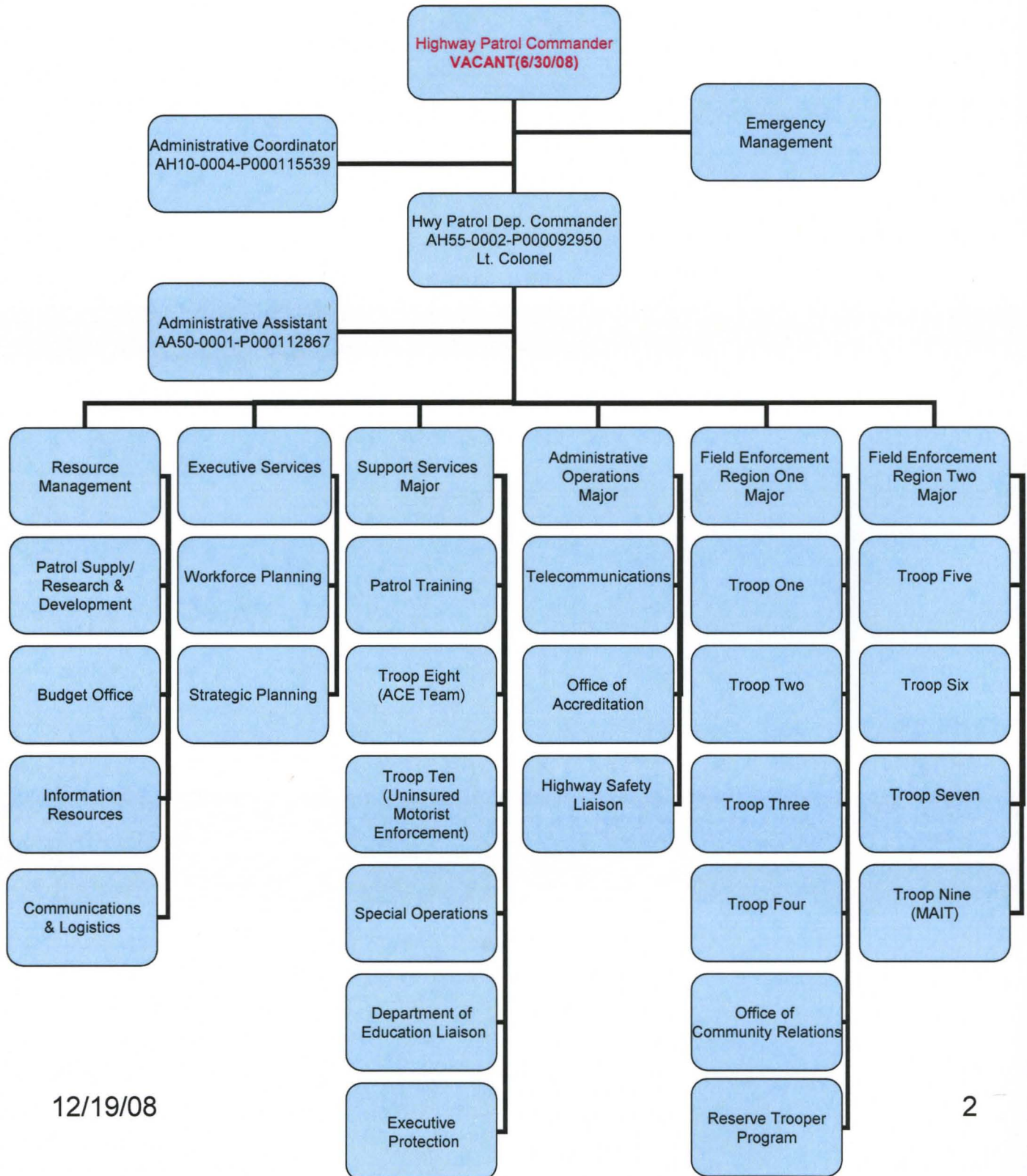
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South Carolina Highway Patrol

Section 2108

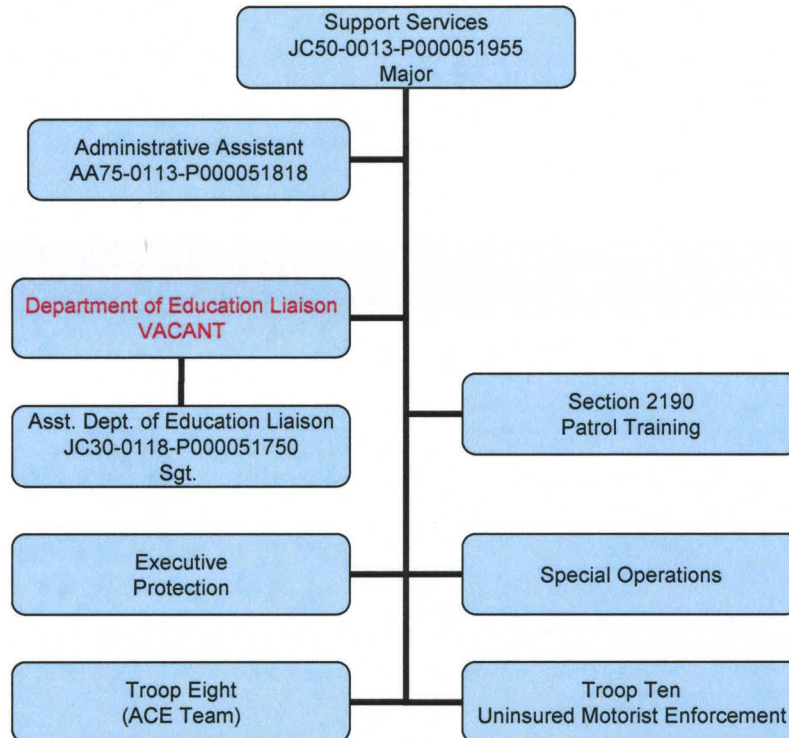
Patrol Headquarters



12/19/08

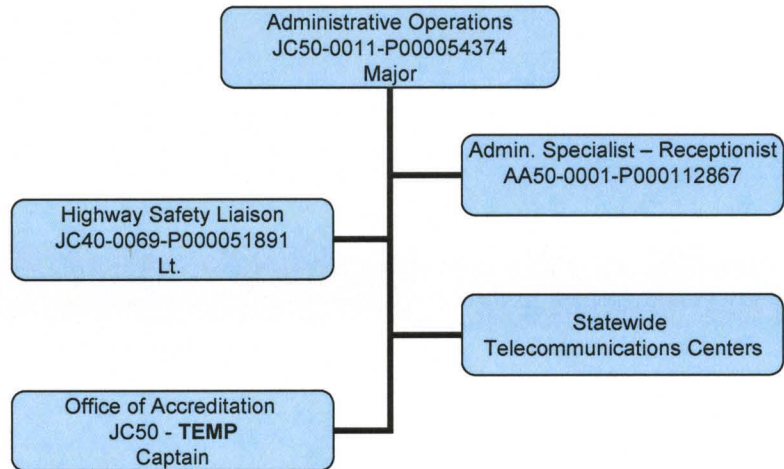
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**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Support Services**



12/19/08

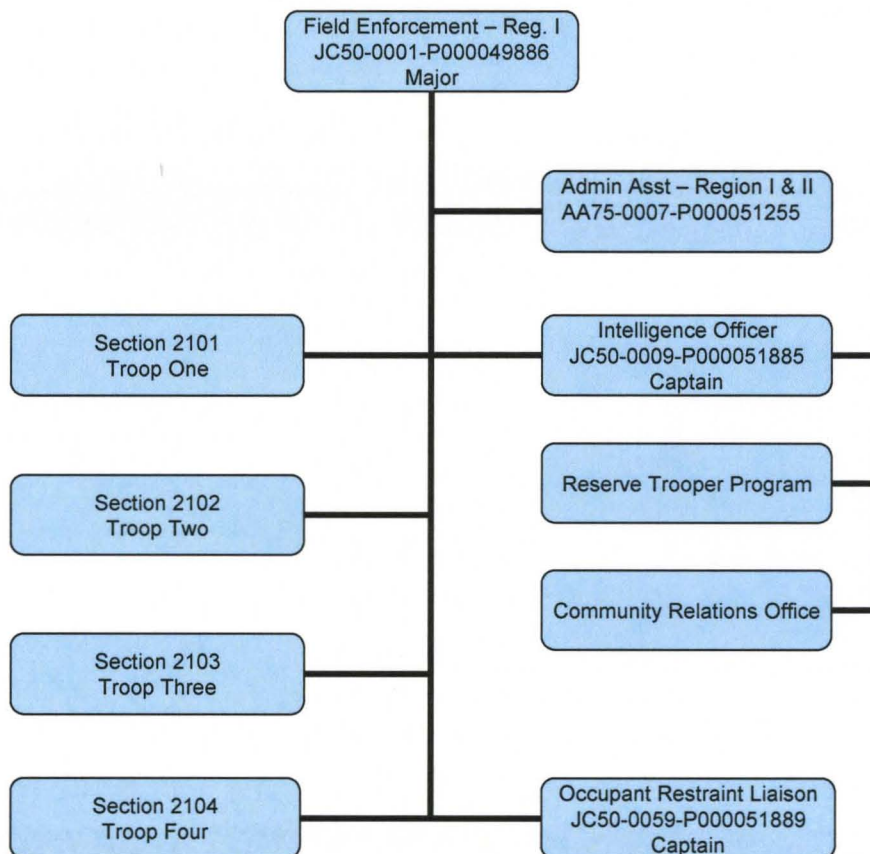
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Administrative Operations**



12/19/08

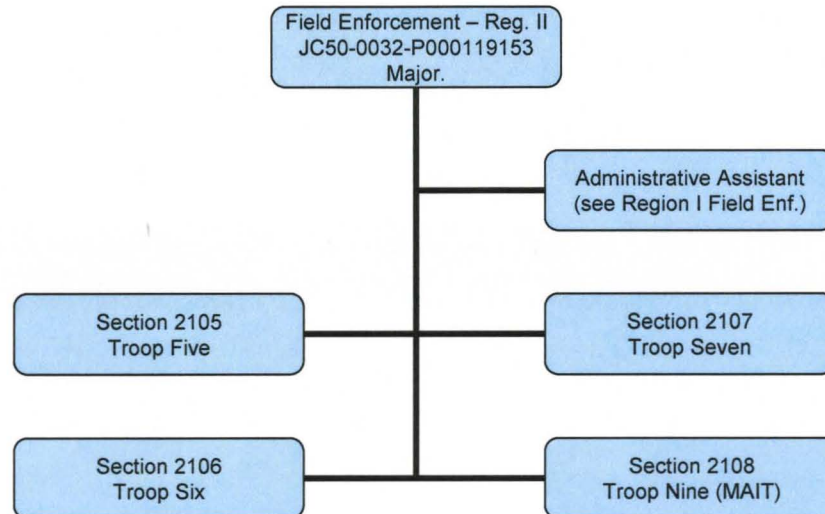
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**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Field Enforcement – Region One**



12/19/08

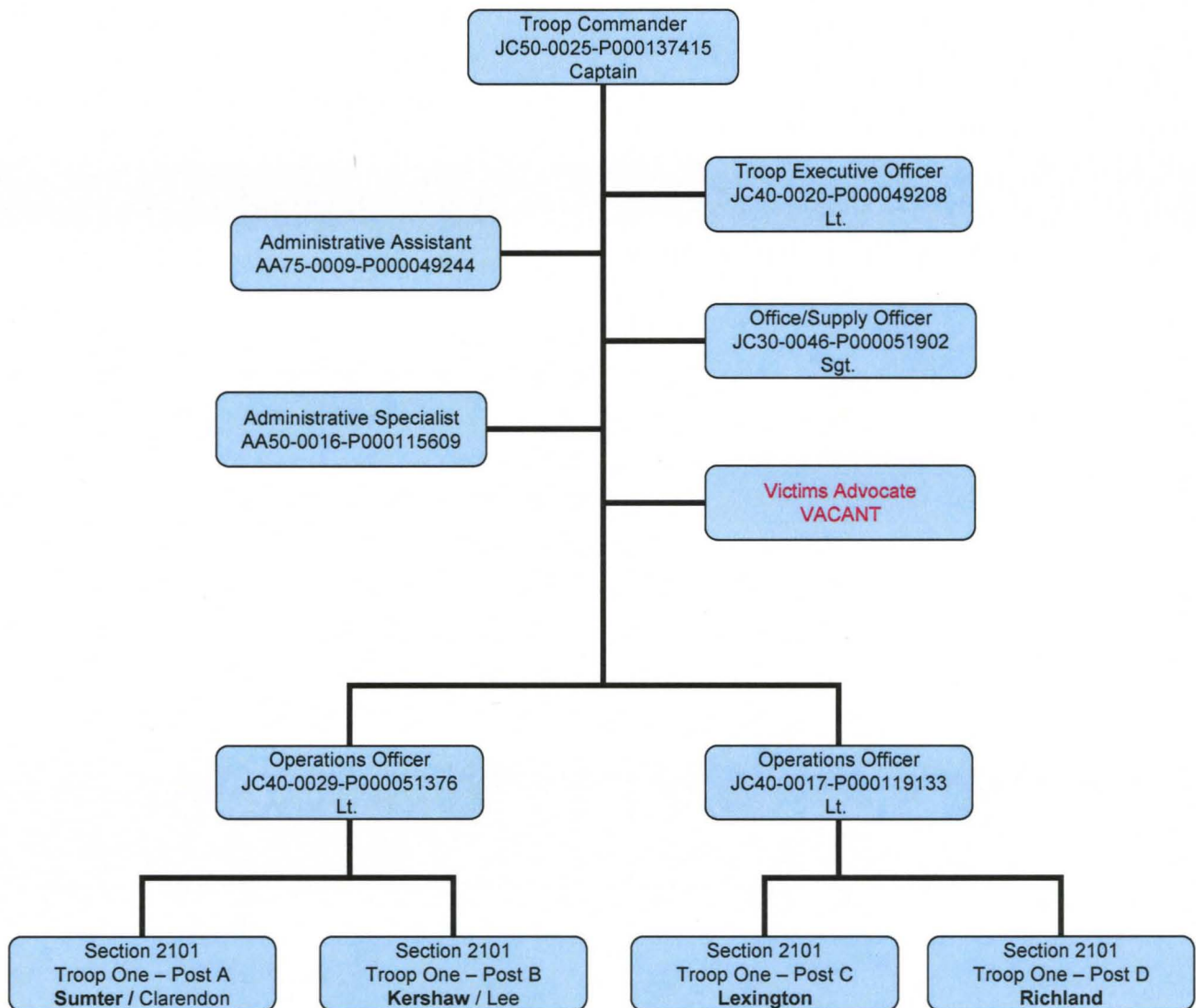
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Field Enforcement – Region Two**



12/19/08

6 –

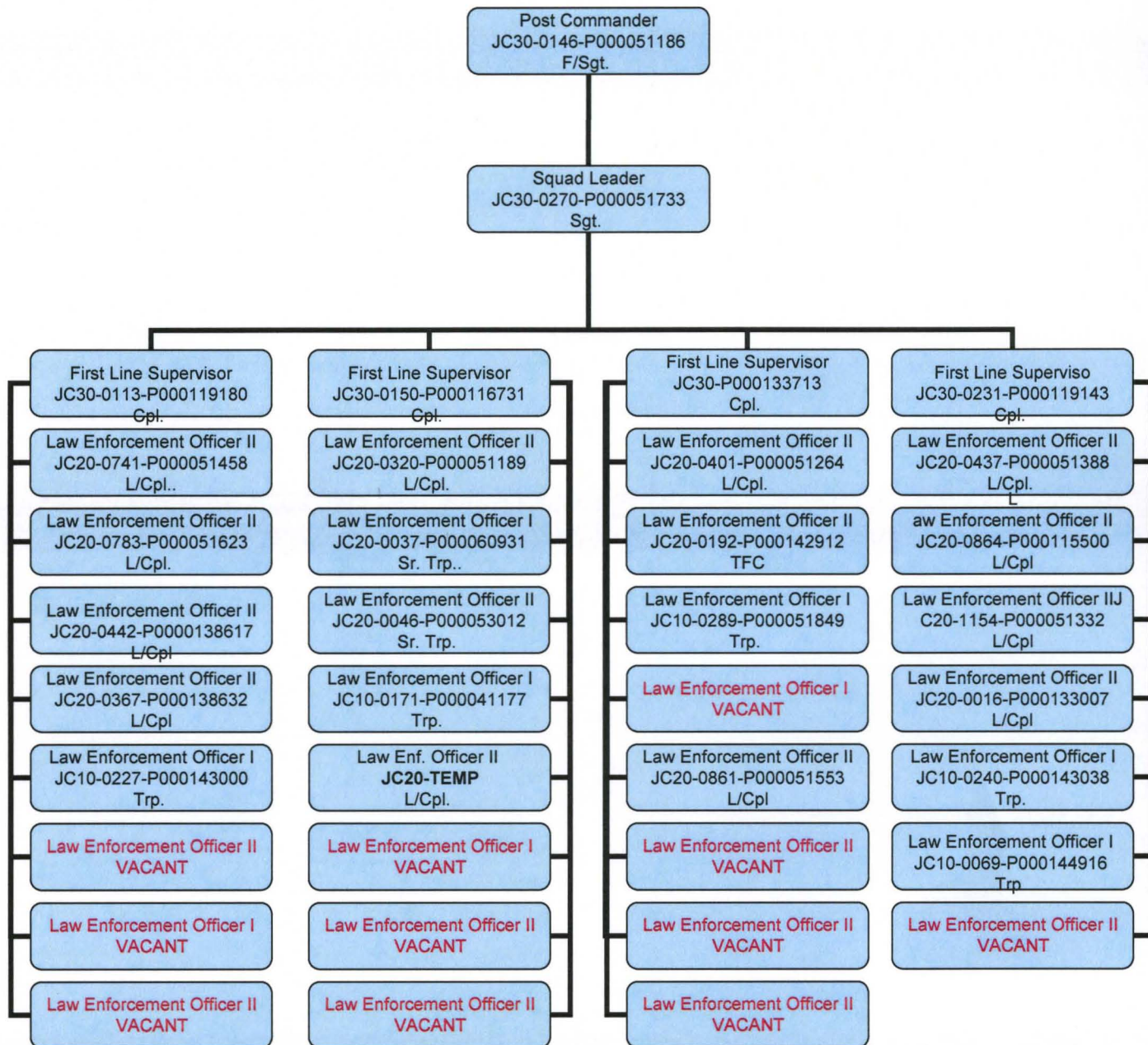
**South Carolina Highway Patrol
Section 2101
Troop One - Headquarters**



12/19/08

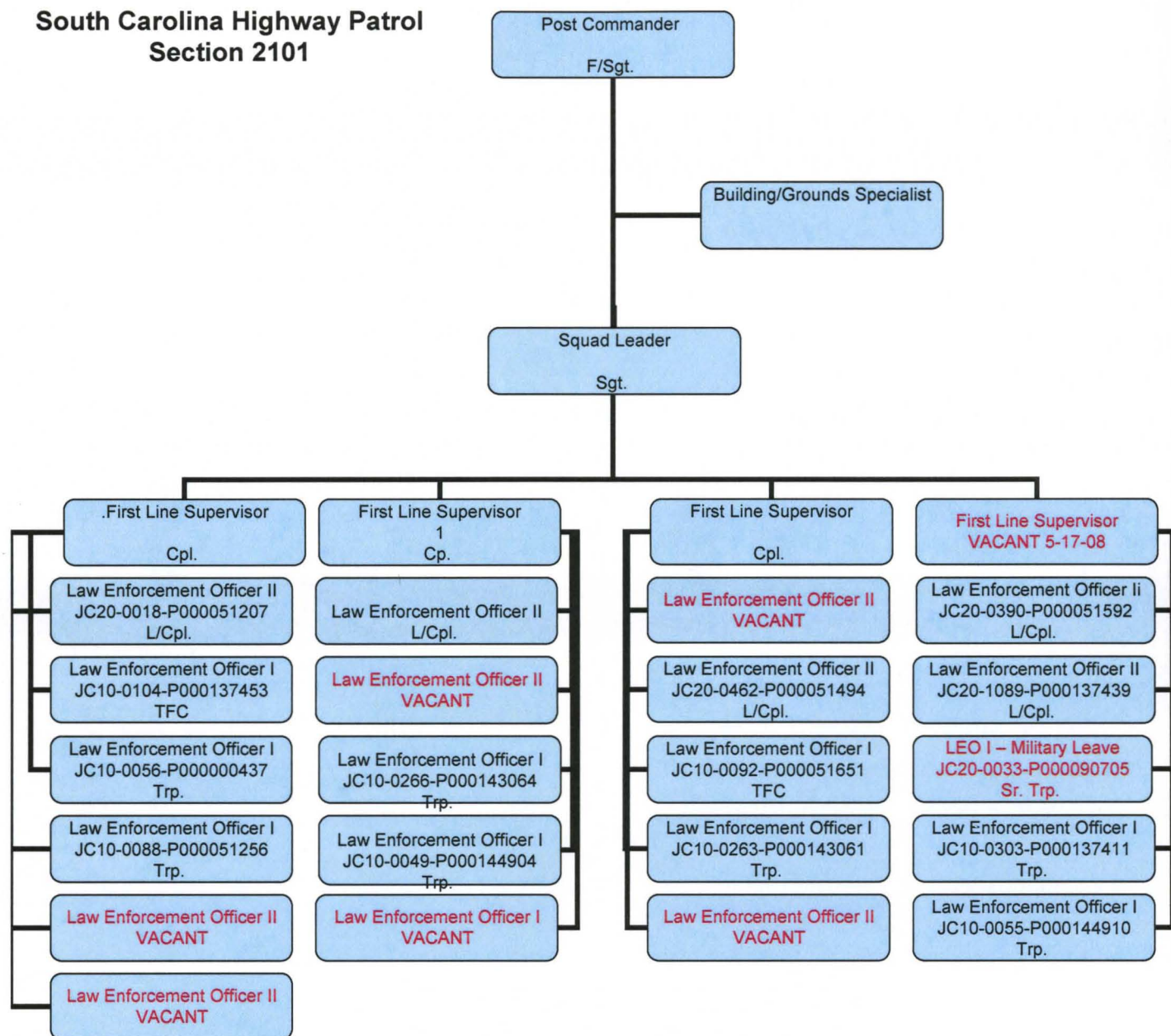
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South Carolina Highway Patrol Section 2101



12/19/08

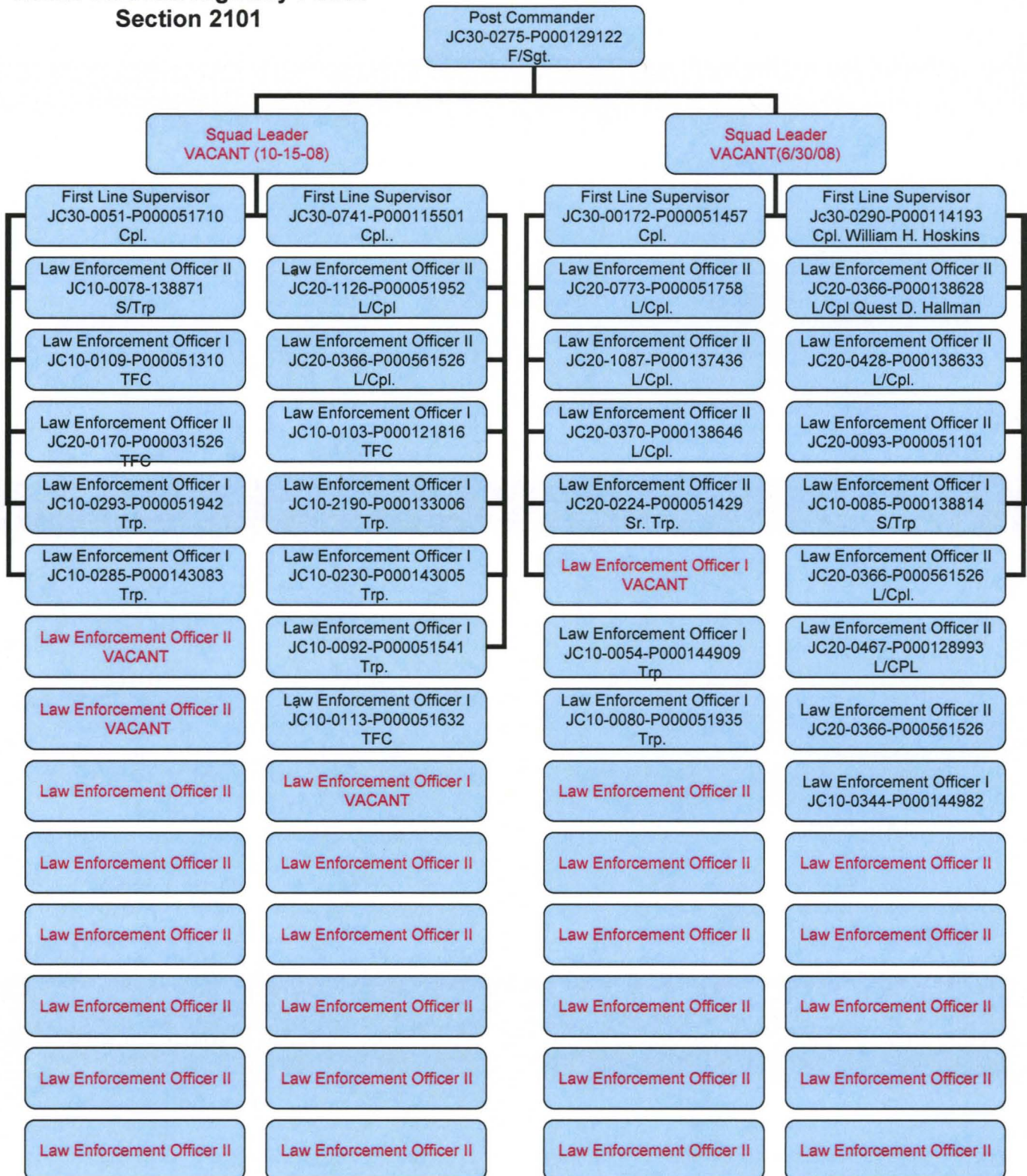
**South Carolina Highway Patrol
Section 2101**



12/19/08

9

**South Carolina Highway Patrol
Section 2101**



12/19/08

10

South Carolina Highway Patrol Section 2101

Post Commander
JC30-0144-P000051786
First Sgt.

Squad Leader
JC30-0153-P000053815
Sgt.

Squad Leader
JC30-0054-P000116744
Sgt.



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next page

12/19/08

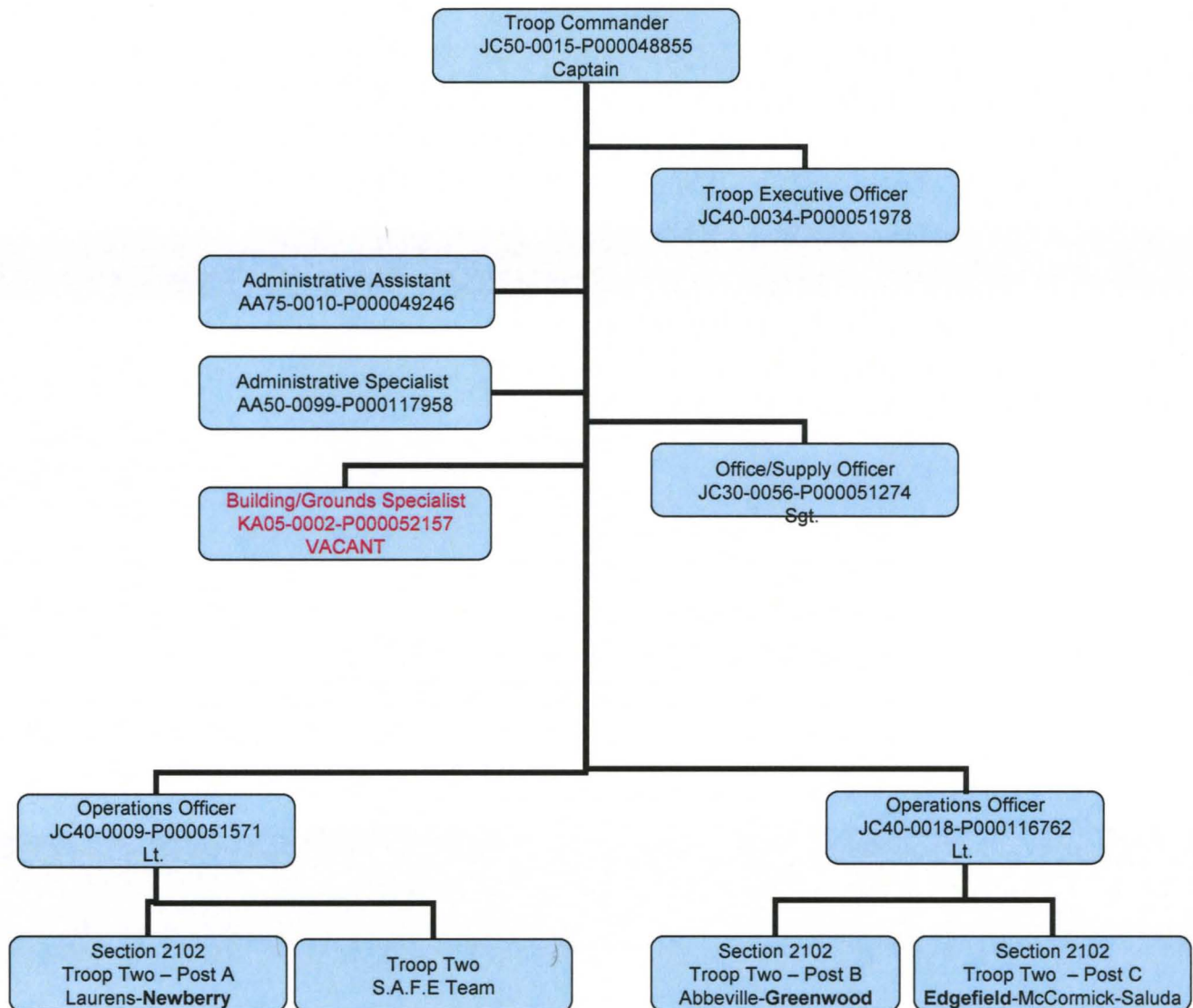
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South Carolina Highway Patrol
Section 2101

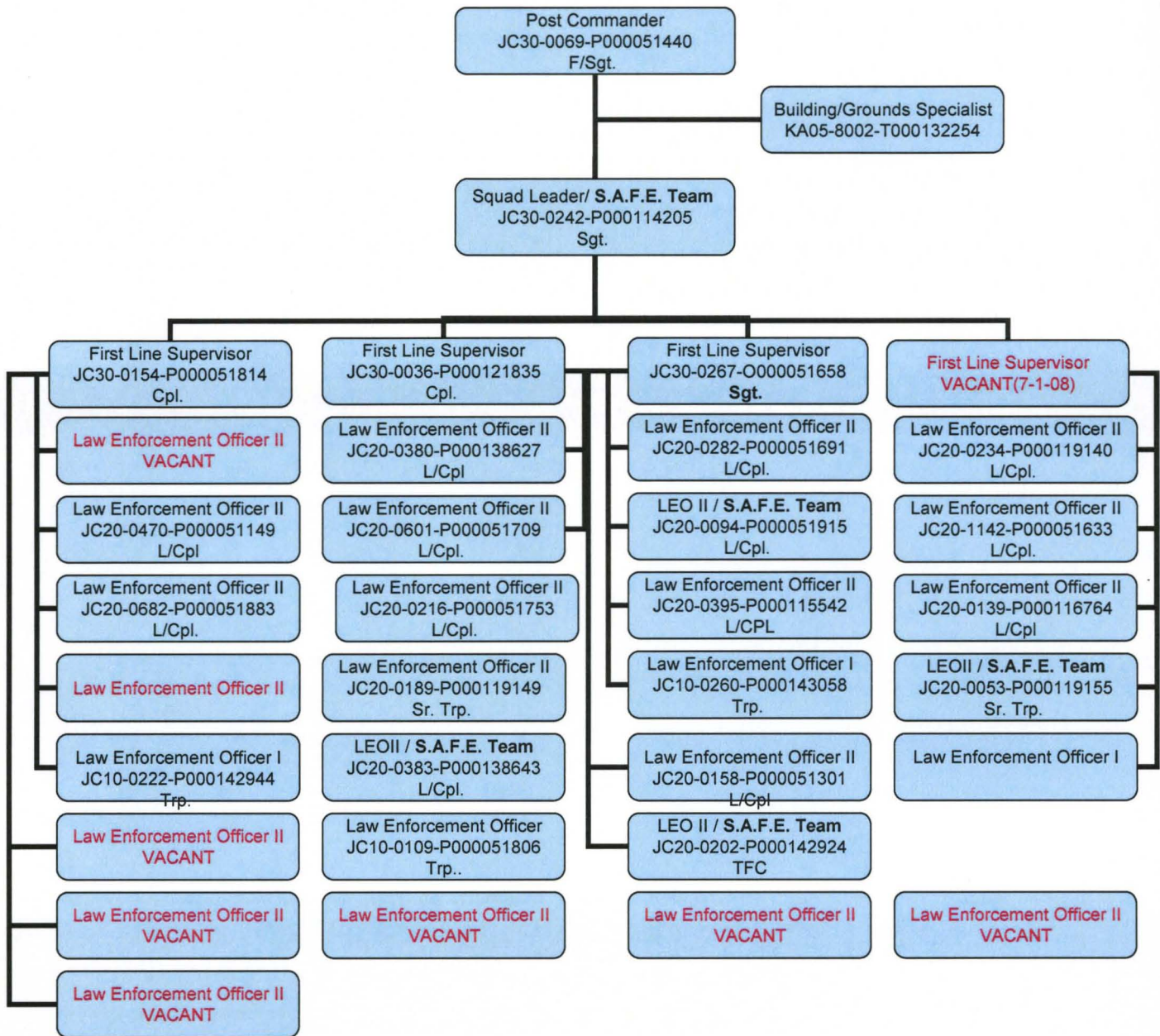
Post D
Continued
Page 2 of 2

Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	

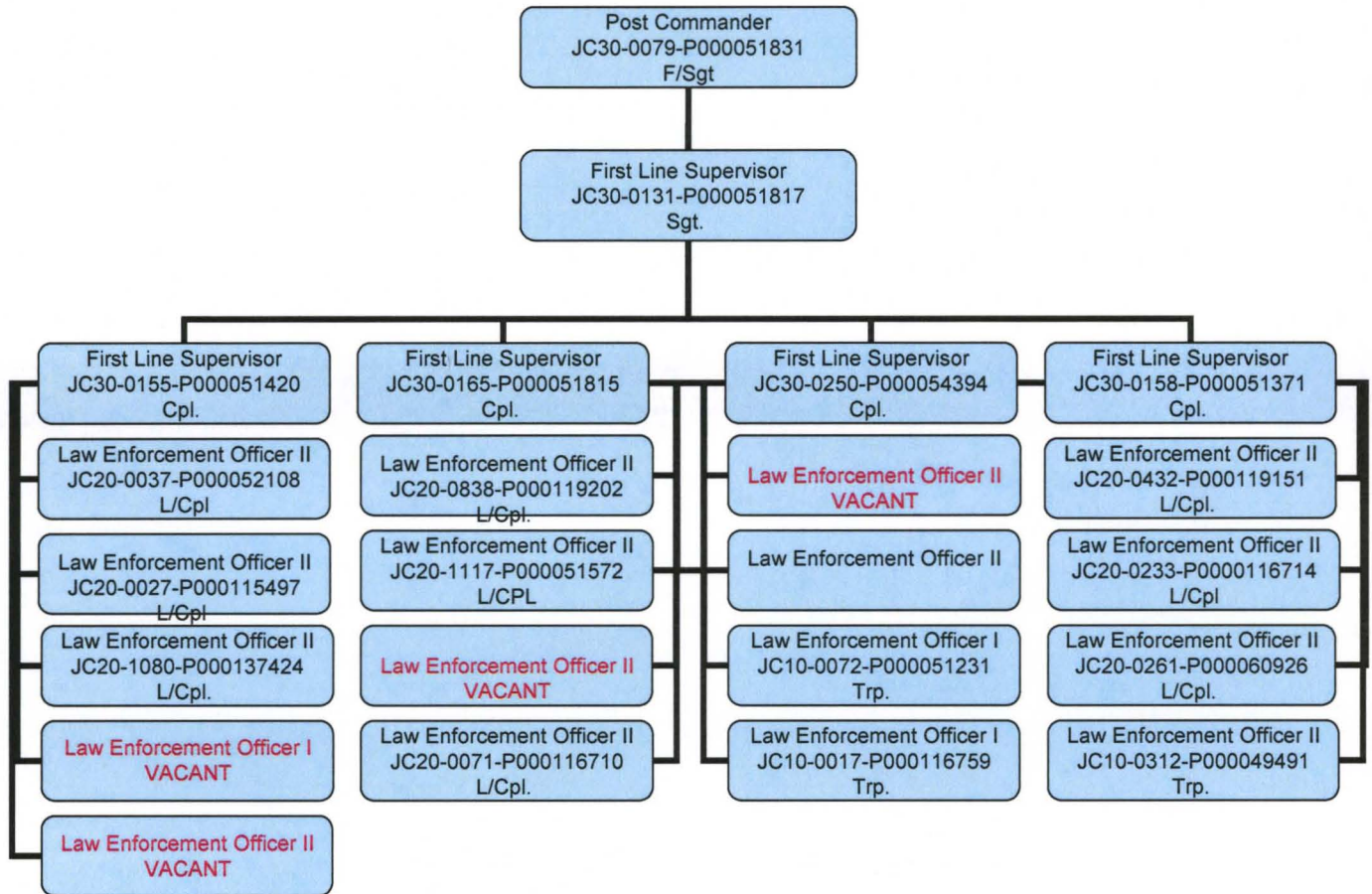
**South Carolina Highway Patrol
Section 2102
Troop Two – Headquarters**



South Carolina Highway Patrol Section 2102



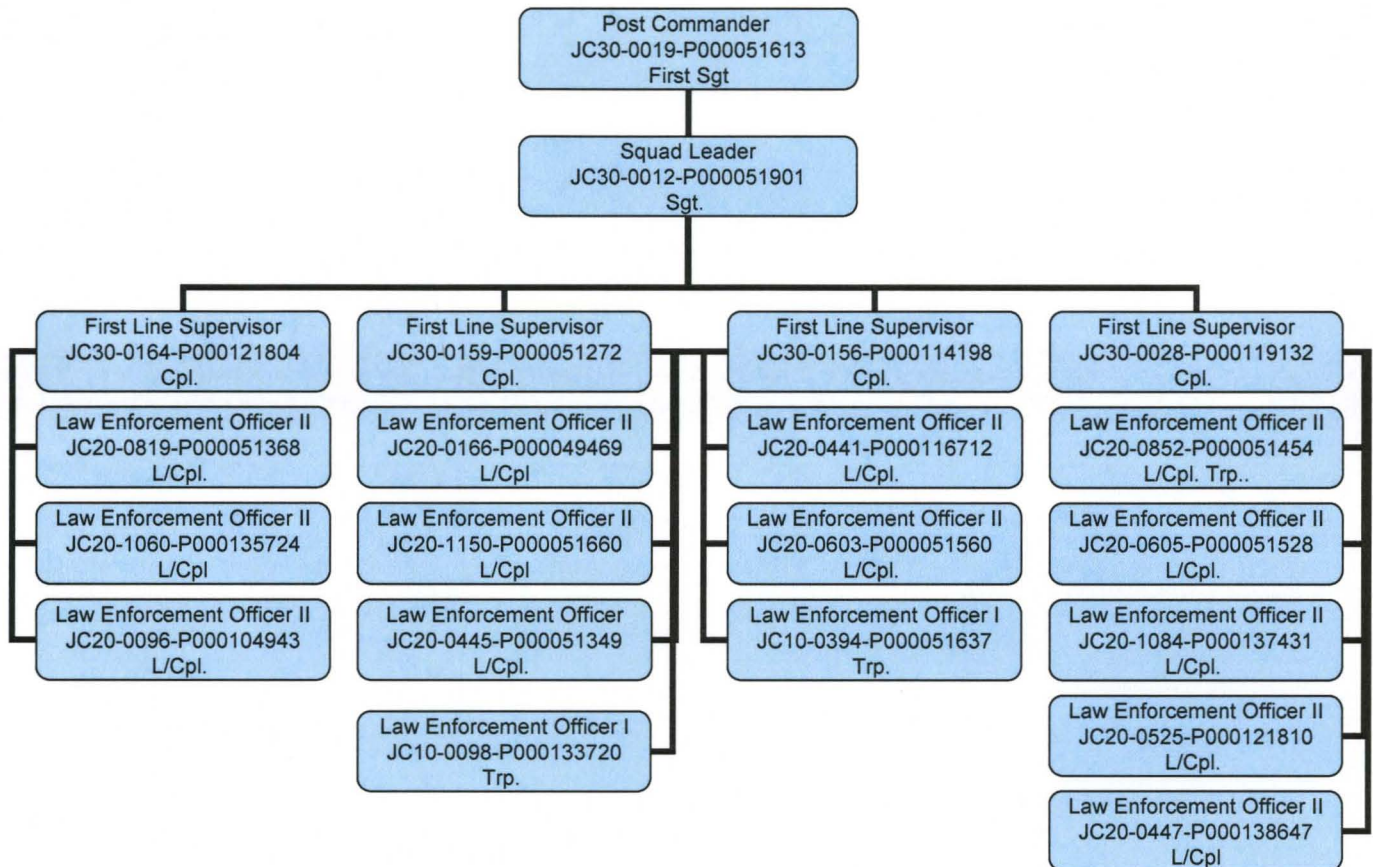
**South Carolina Highway Patrol
Section 2102
Troop Two – Post B
Abbeville and Greenwood Counties**



12/19/08

15

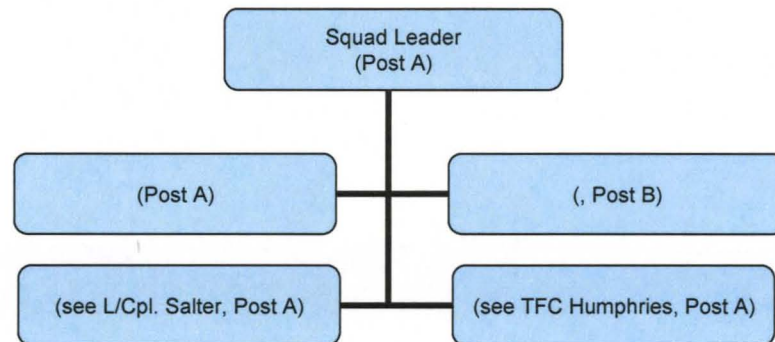
**South Carolina Highway Patrol
Section 2102
Troop Two – Post C
Edgefield, McCormick, and Saluda Counties**



12/19/08

16

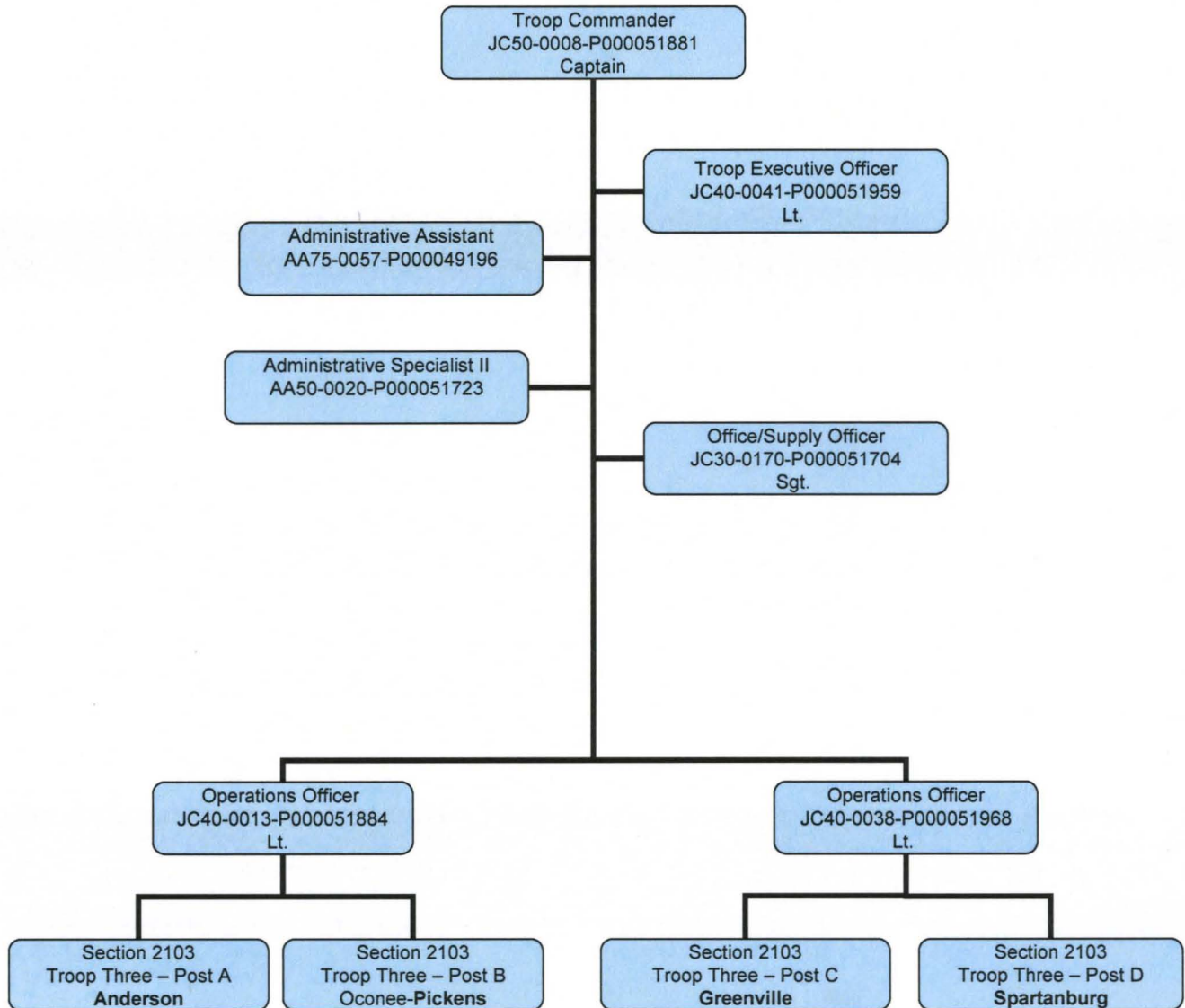
**South Carolina Highway Patrol
Troop Two
Strategic Alcohol Fatality Enforcement Team
(S.A.F.E.)**



12/19/08

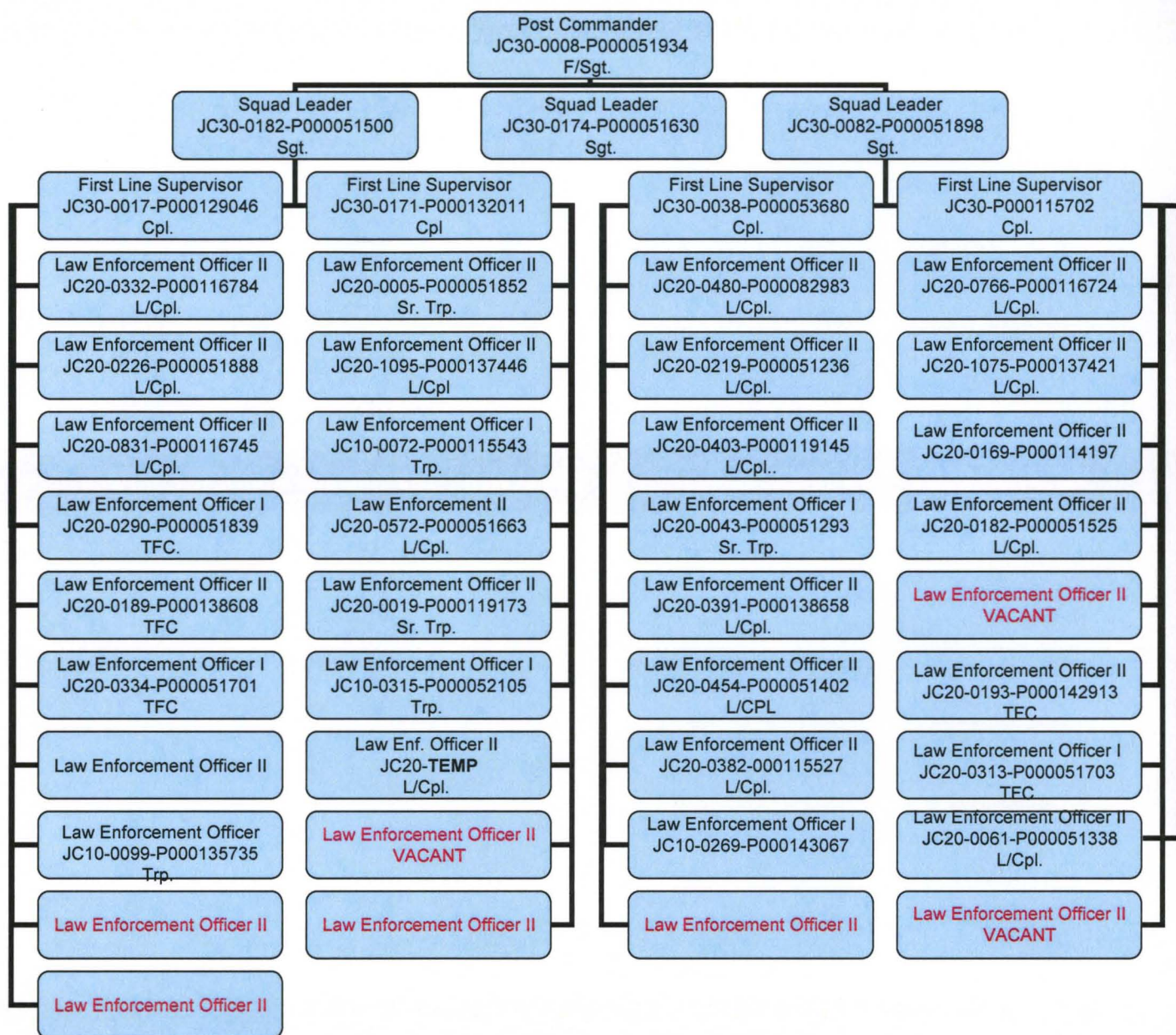
17 -

**South Carolina Highway Patrol
Section 2103
Troop Three – Headquarters**

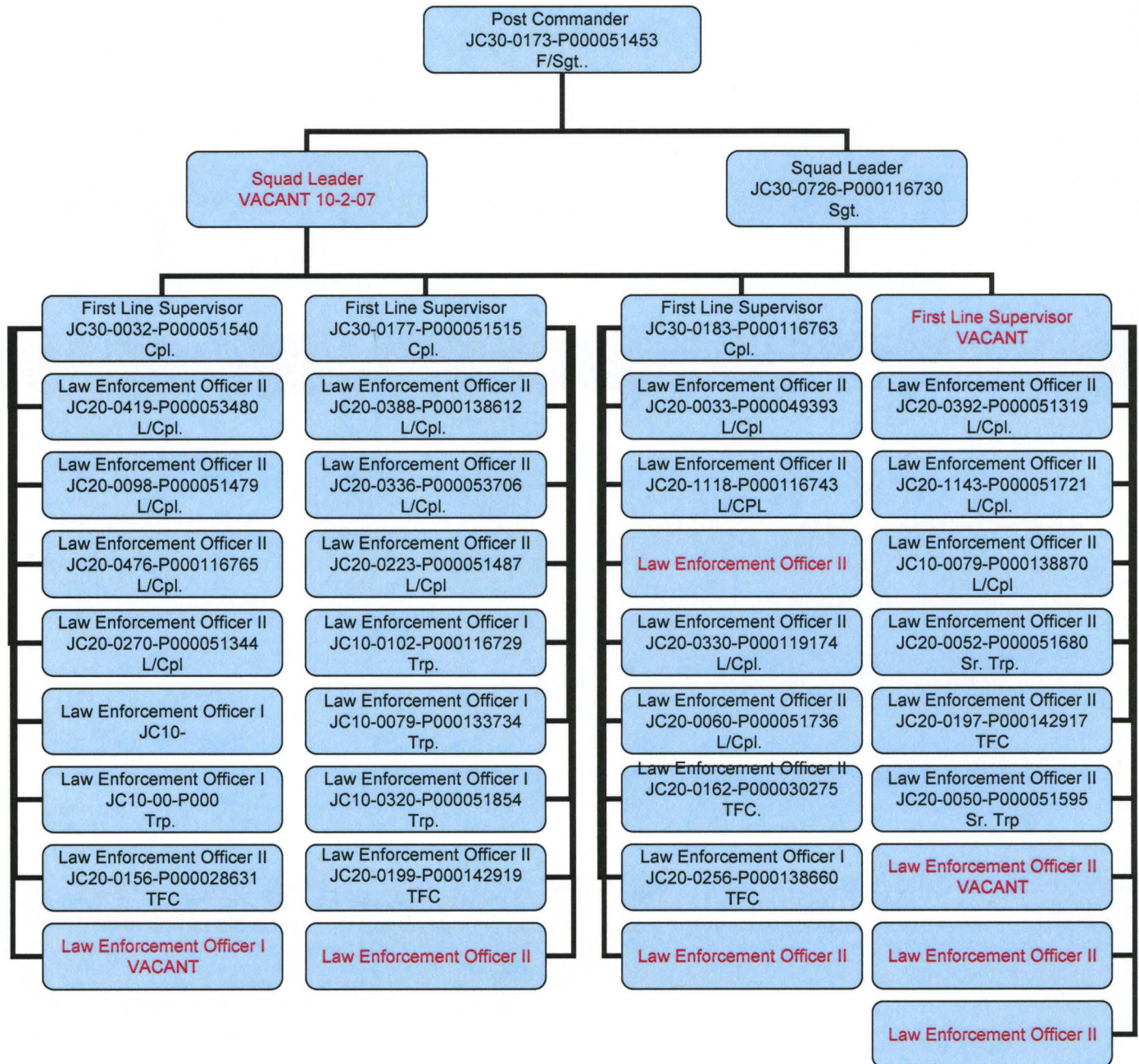


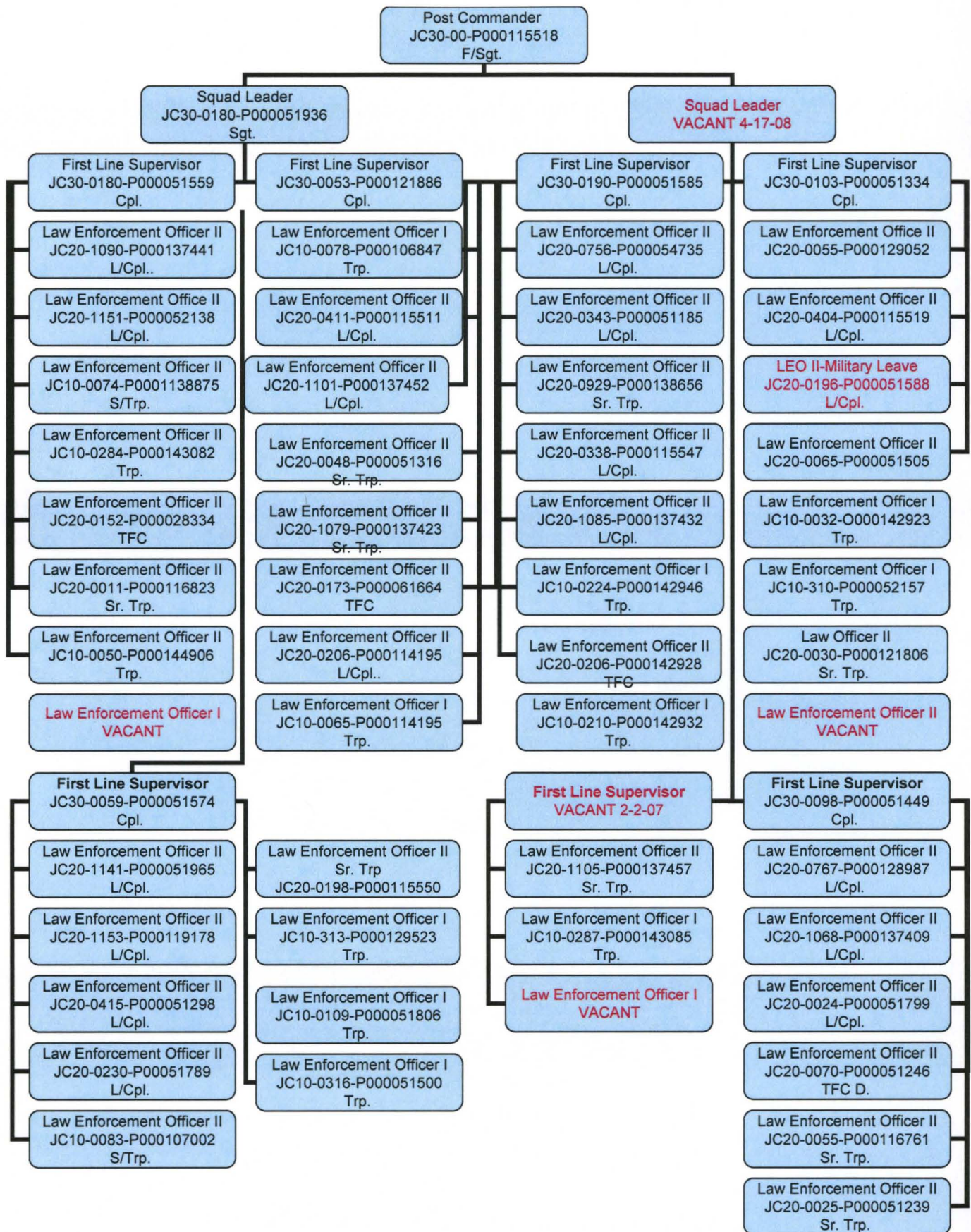
**South Carolina Highway Patrol
Section 2103**

**Troop Three – Post A
Anderson County**



**South Carolina Highway Patrol
Section 2103
Troop Three – Post B
Oconee and Pickens Counties**





12/19/08

*Post C continues on next
page

21

**South Carolina Highway Patrol
Section 2103**

**Troop Three – Post C
Greenville County**

Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II	Law Enforcement Officer II
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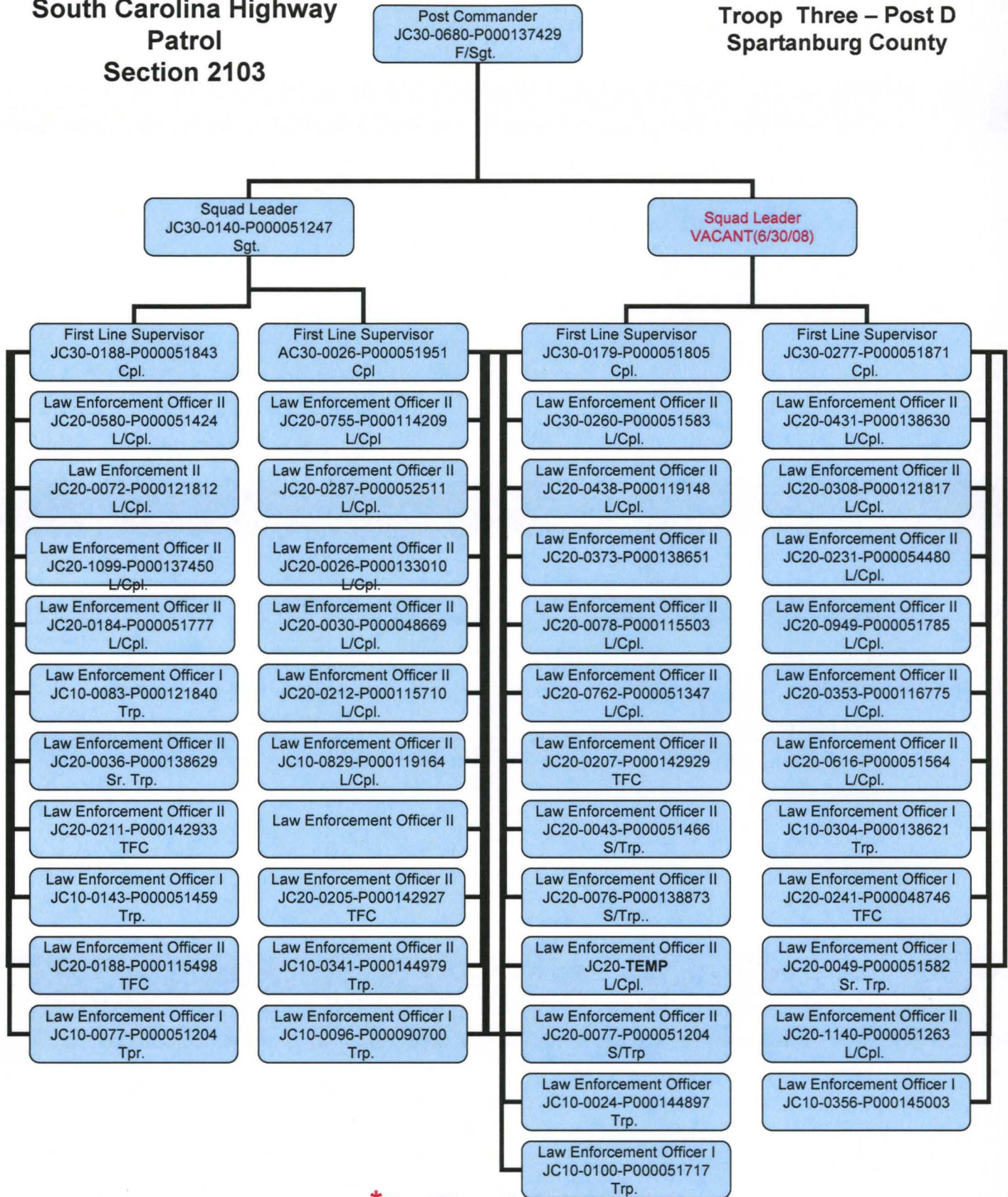
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Page 2 of 2**

12/19/08

22 –

**South Carolina Highway
Patrol
Section 2103**

**Troop Three – Post D
Spartanburg County**



***Post D continues
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12/19/08

23

**South Carolina Highway
Patrol
Section 2103**

**Troop Three – Post D
Spartanburg County**

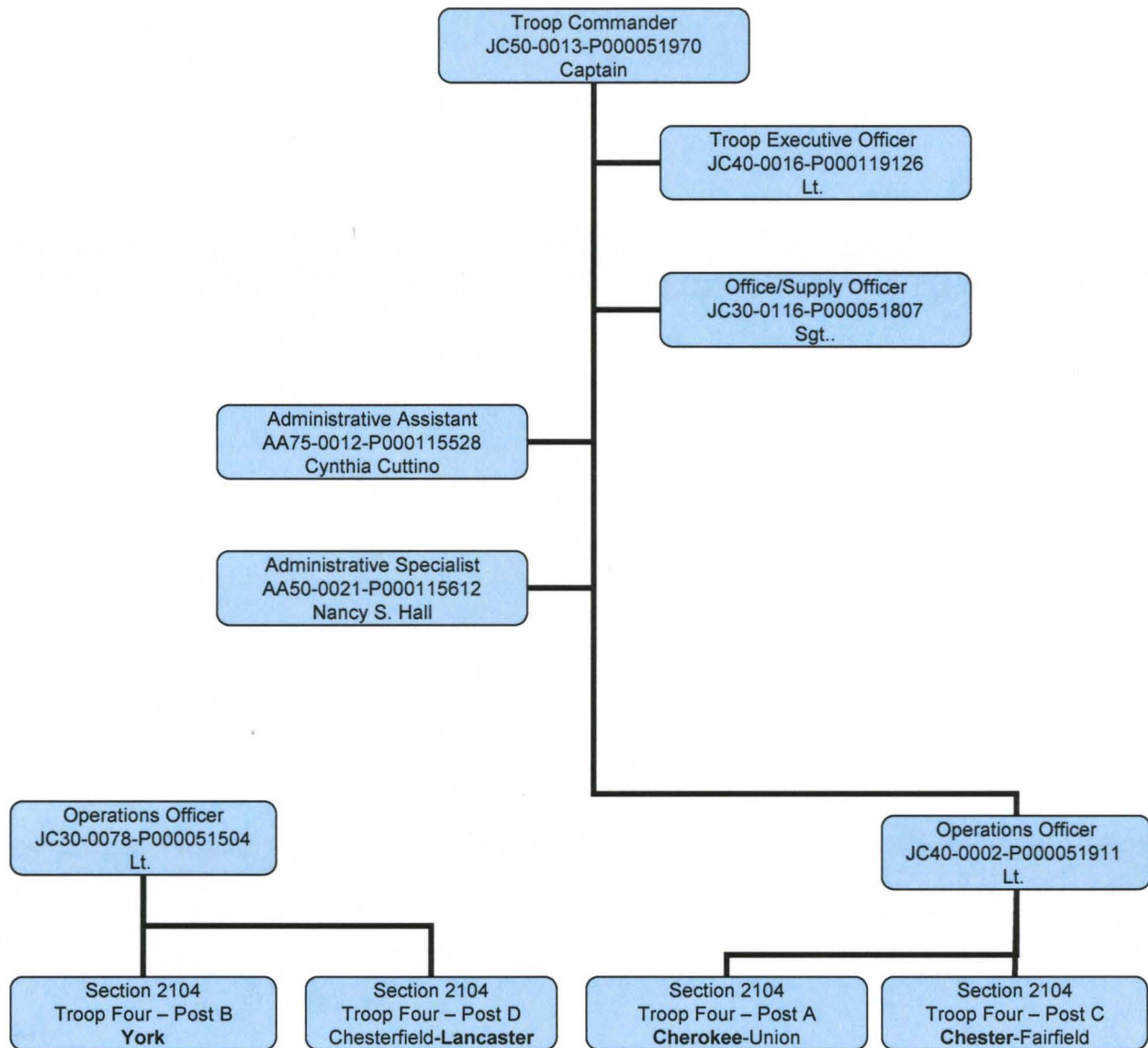
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**Post D
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Page 2 of 2**

12/19/08

24

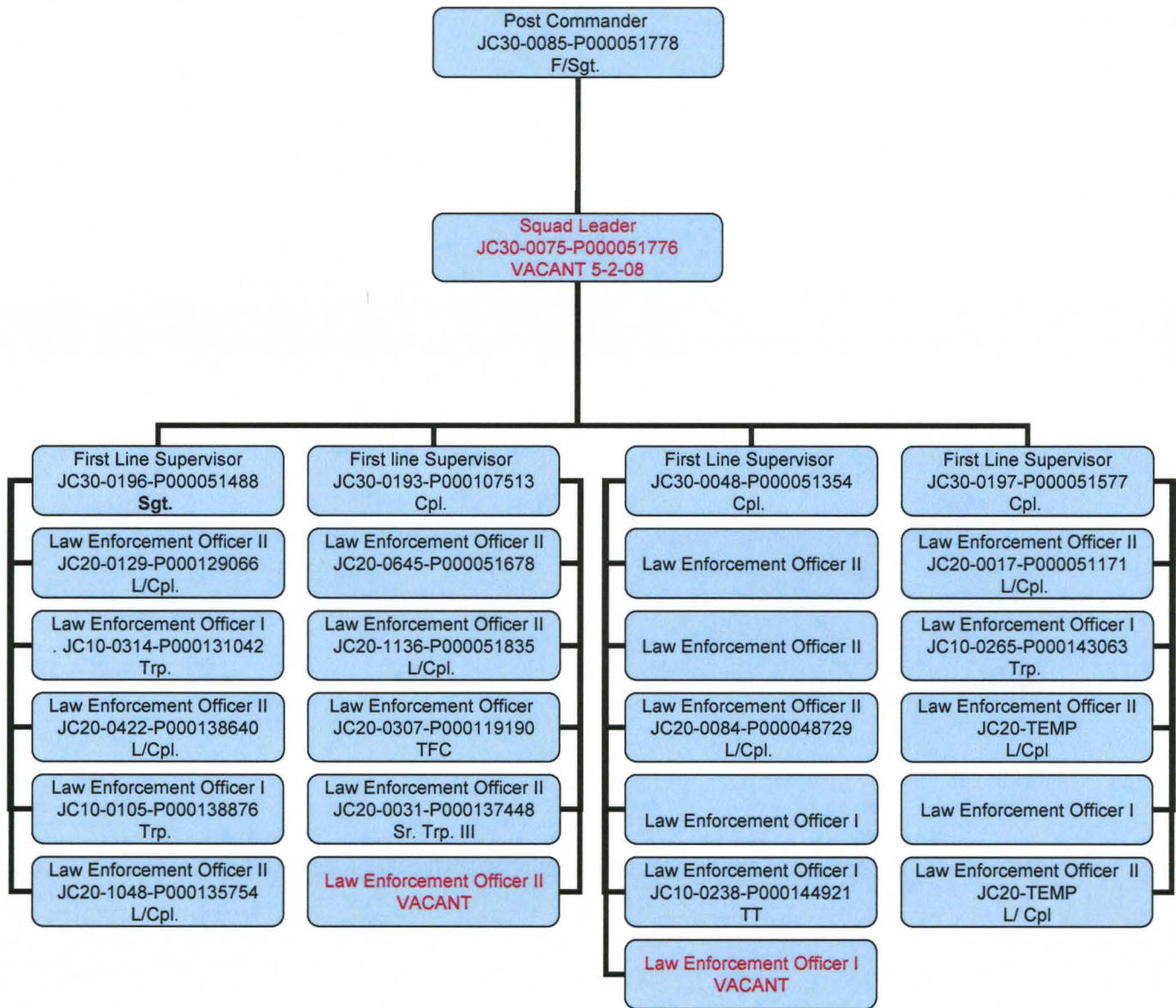
**South Carolina Highway Patrol
Section 2104
Troop Four – Headquarters**



12/19/08

25

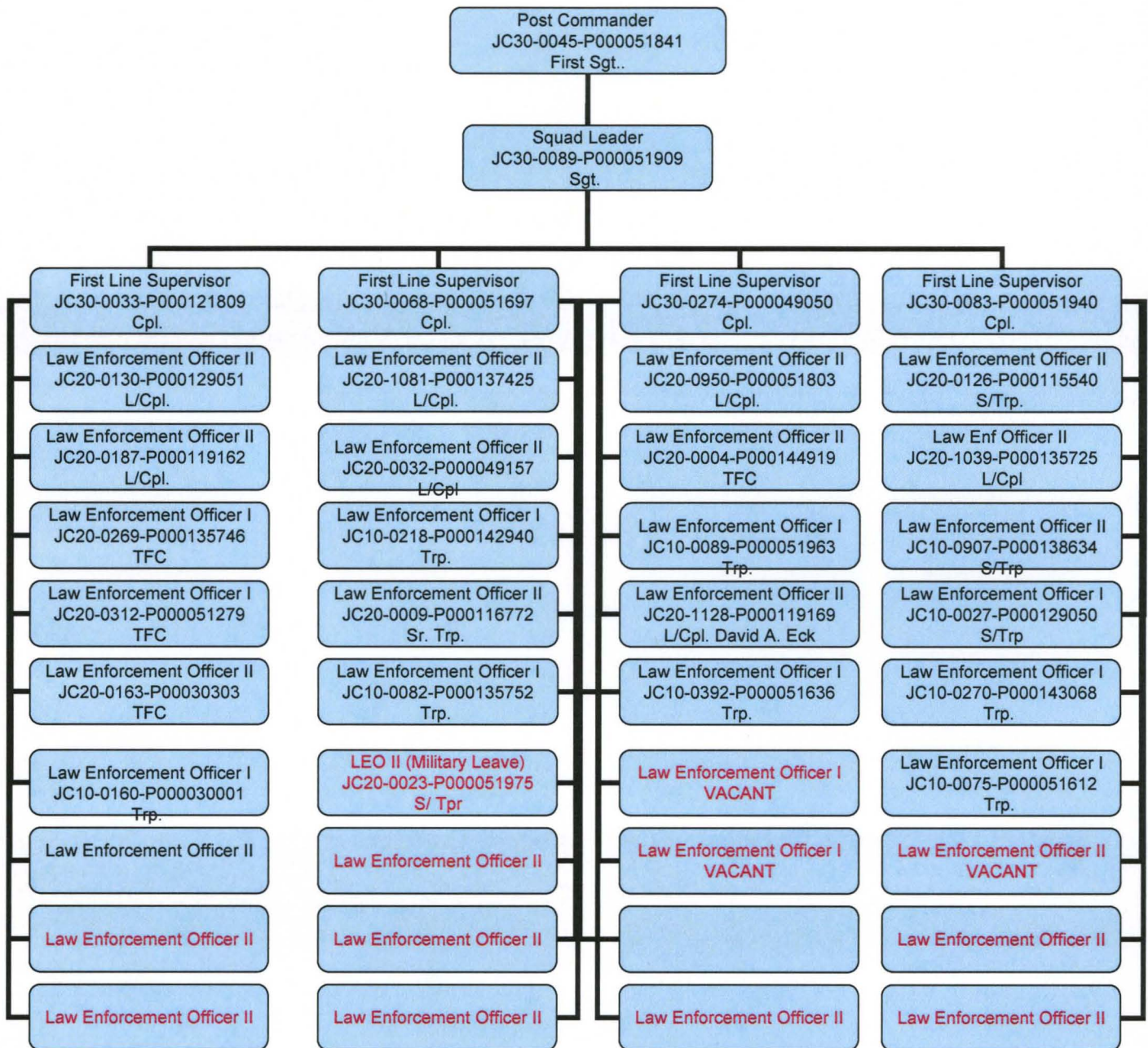
**South Carolina Highway Patrol
Section 2104
Troop Four – Post A
Cherokee and Union Counties**



12/19/08

26

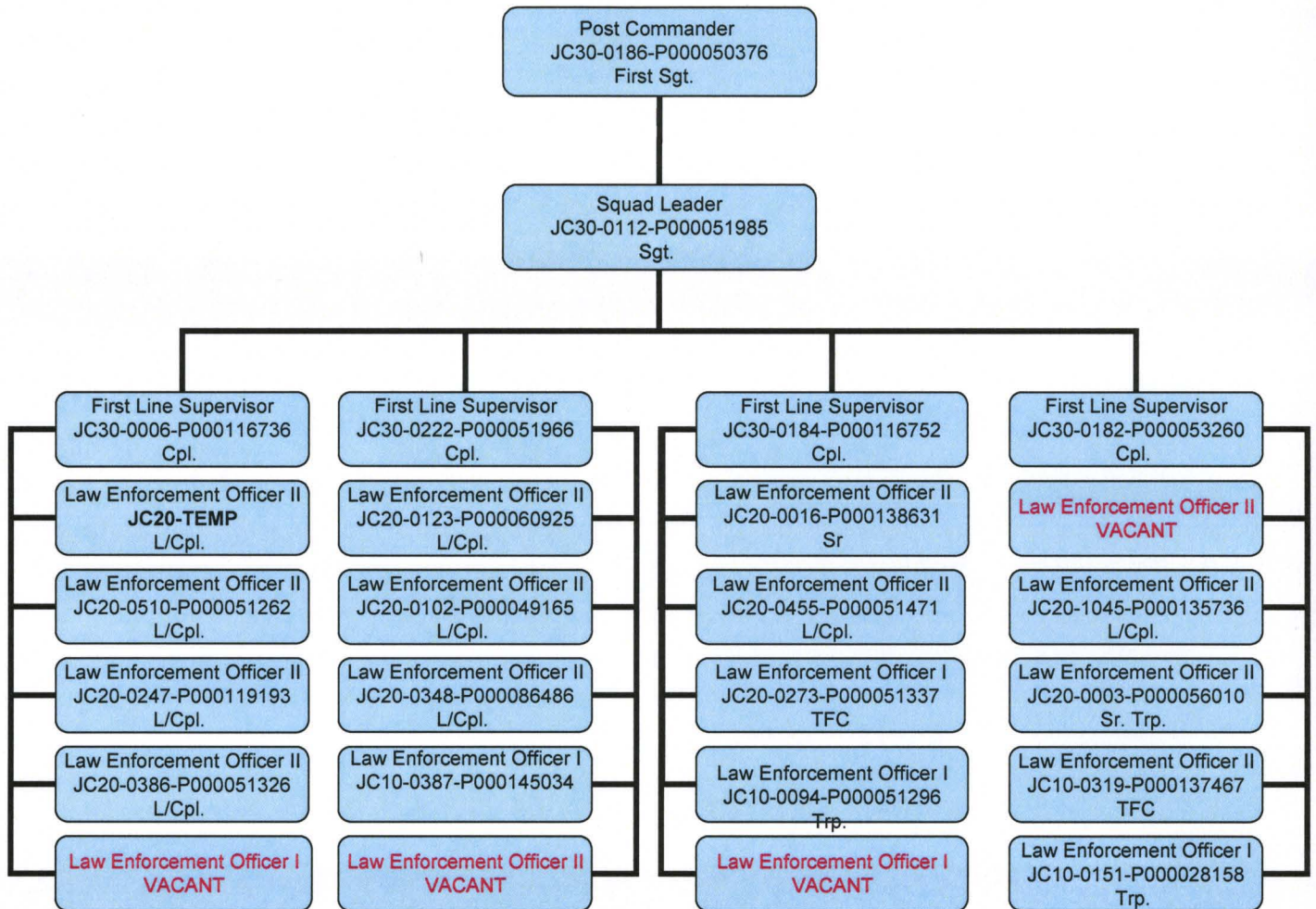
**South Carolina Highway Patrol
Section 2104
Troop Four – Post B
York County**



12/19/08

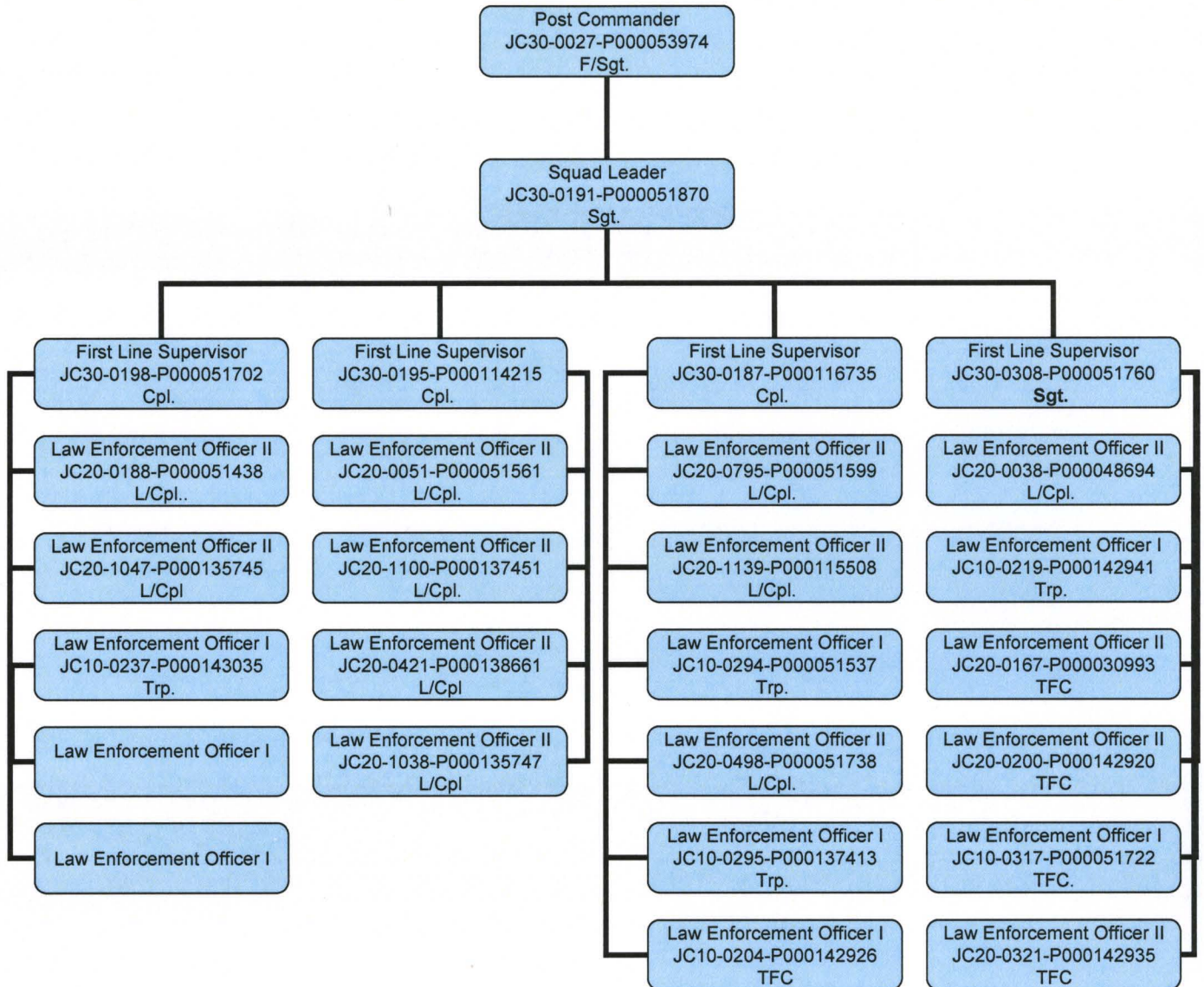
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**South Carolina Highway Patrol
Section 2104
Troop Four – Post C
Chester and Fairfield Counties**



South Carolina Highway Patrol Section 2104

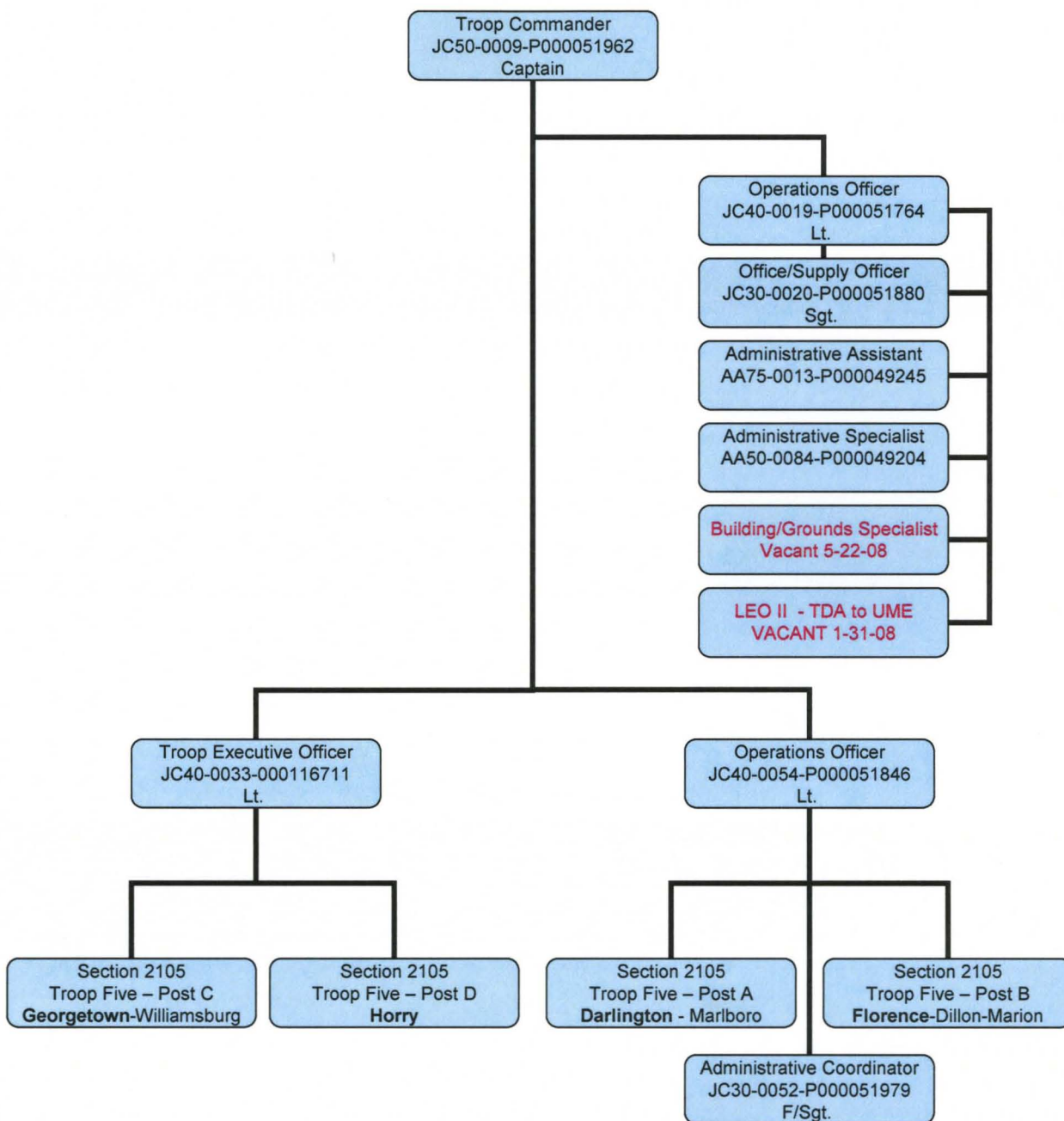
Troop Four – Post D Chesterfield and Lancaster Counties



12/19/08

29

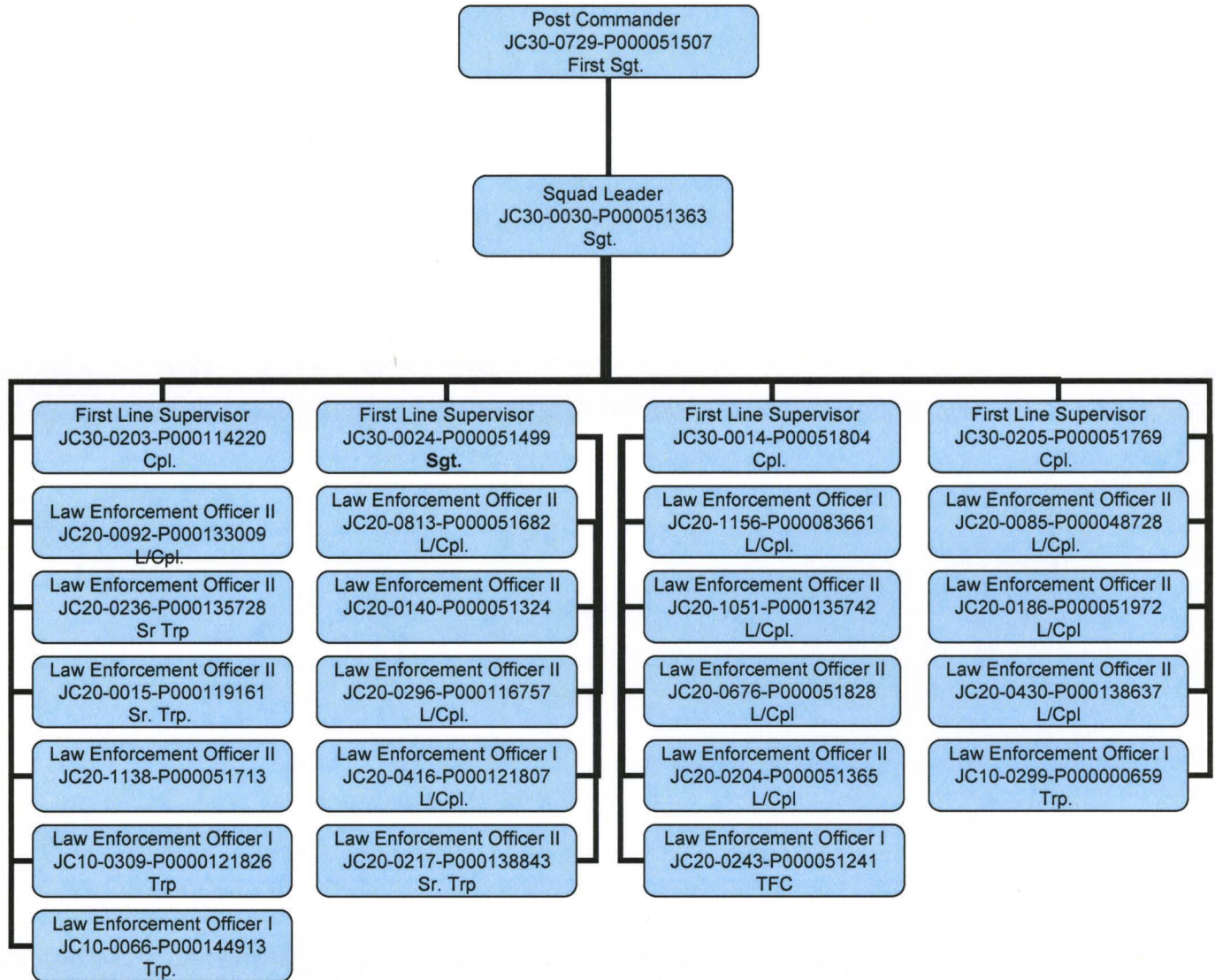
**South Carolina Highway Patrol
Section 2105
Troop Five - Headquarters**



12/19/08

30

**South Carolina Highway Patrol
Section 2105
Troop Five – Post A
Darlington and Marlboro Counties**



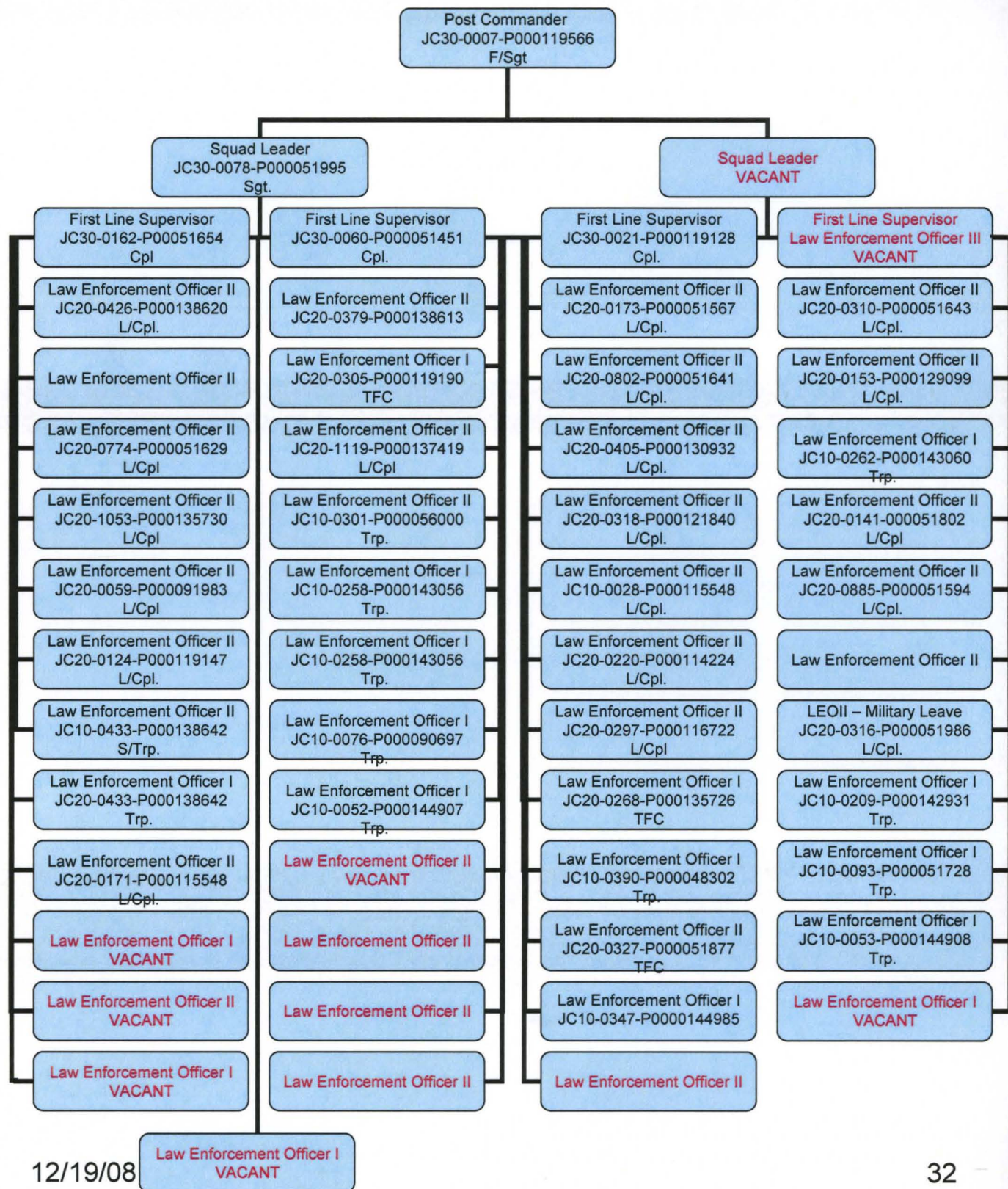
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12/19/08

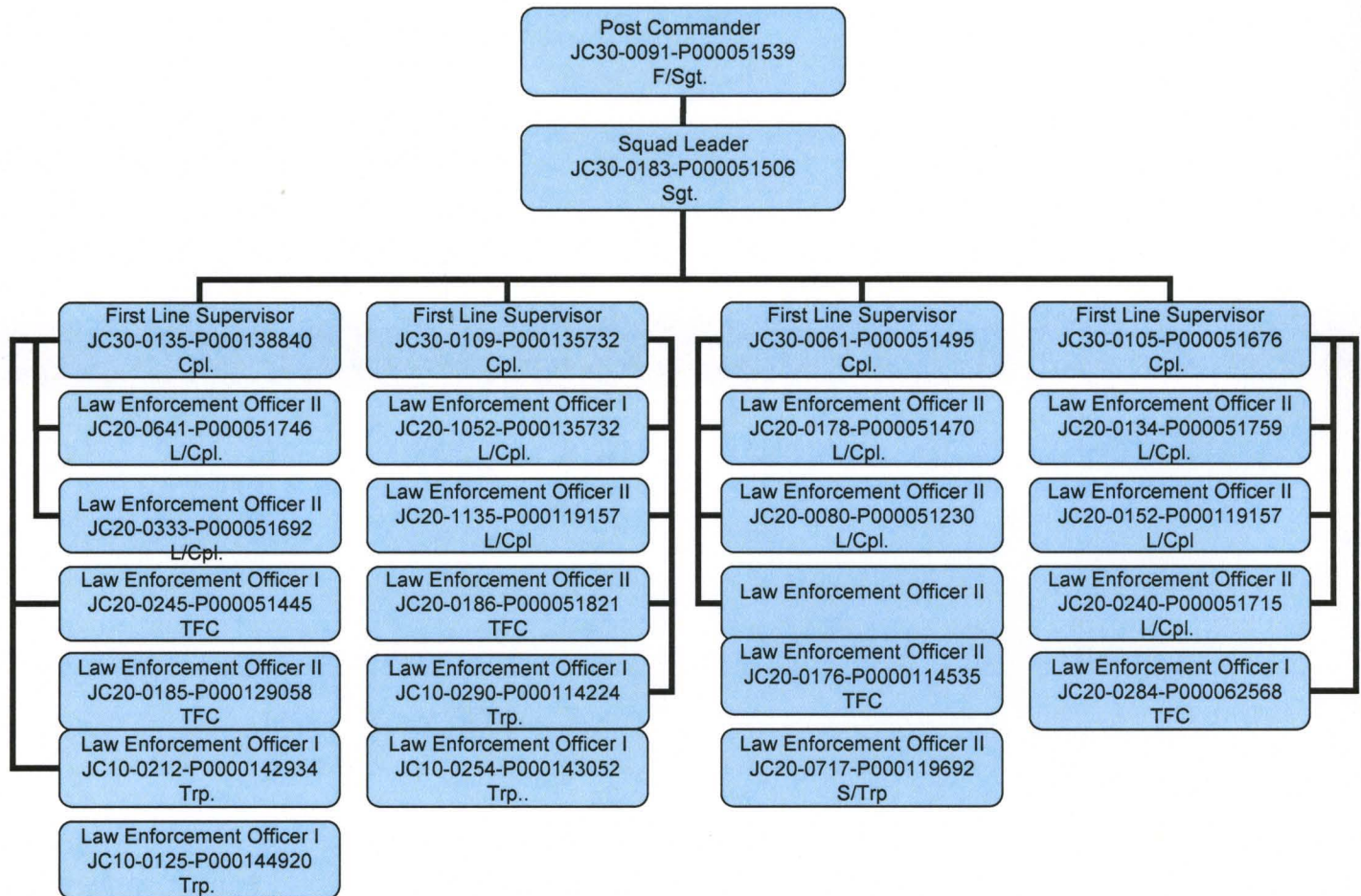
31

**South Carolina Highway Patrol
Section 2105**

**Troop Five – Post B
Dillon/Florence/Marion Counties**



**South Carolina Highway Patrol
Section 2105
Troop Five – Post C
Georgetown and Williamsburg Counties**

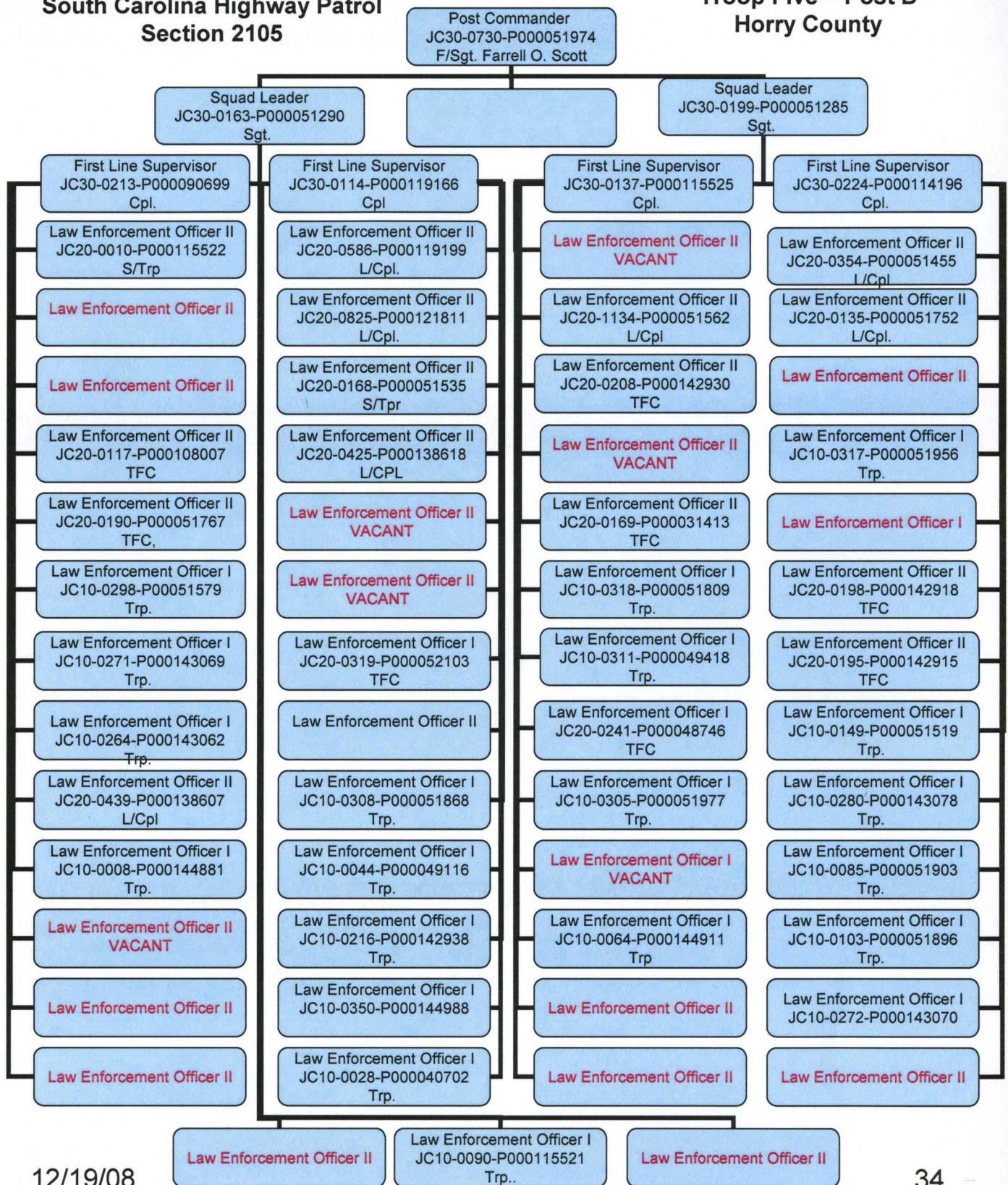


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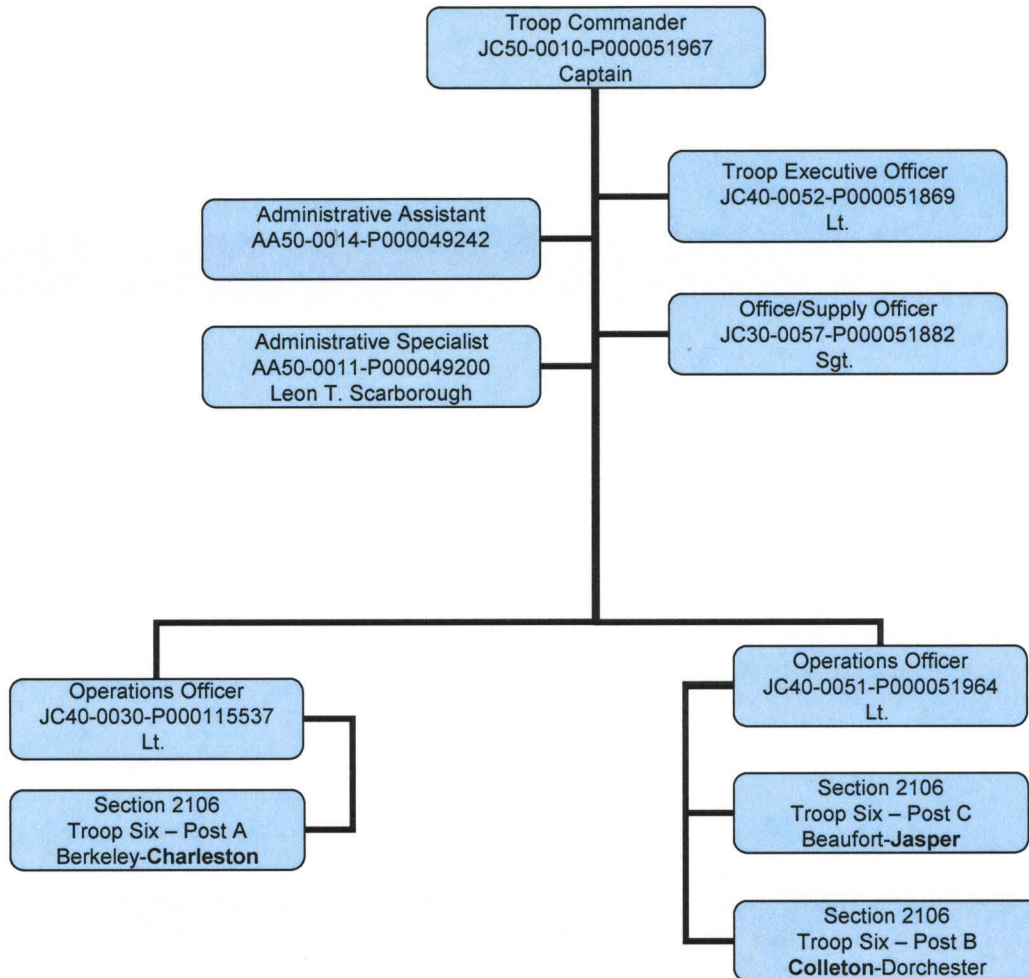
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South Carolina Highway Patrol Section 2105

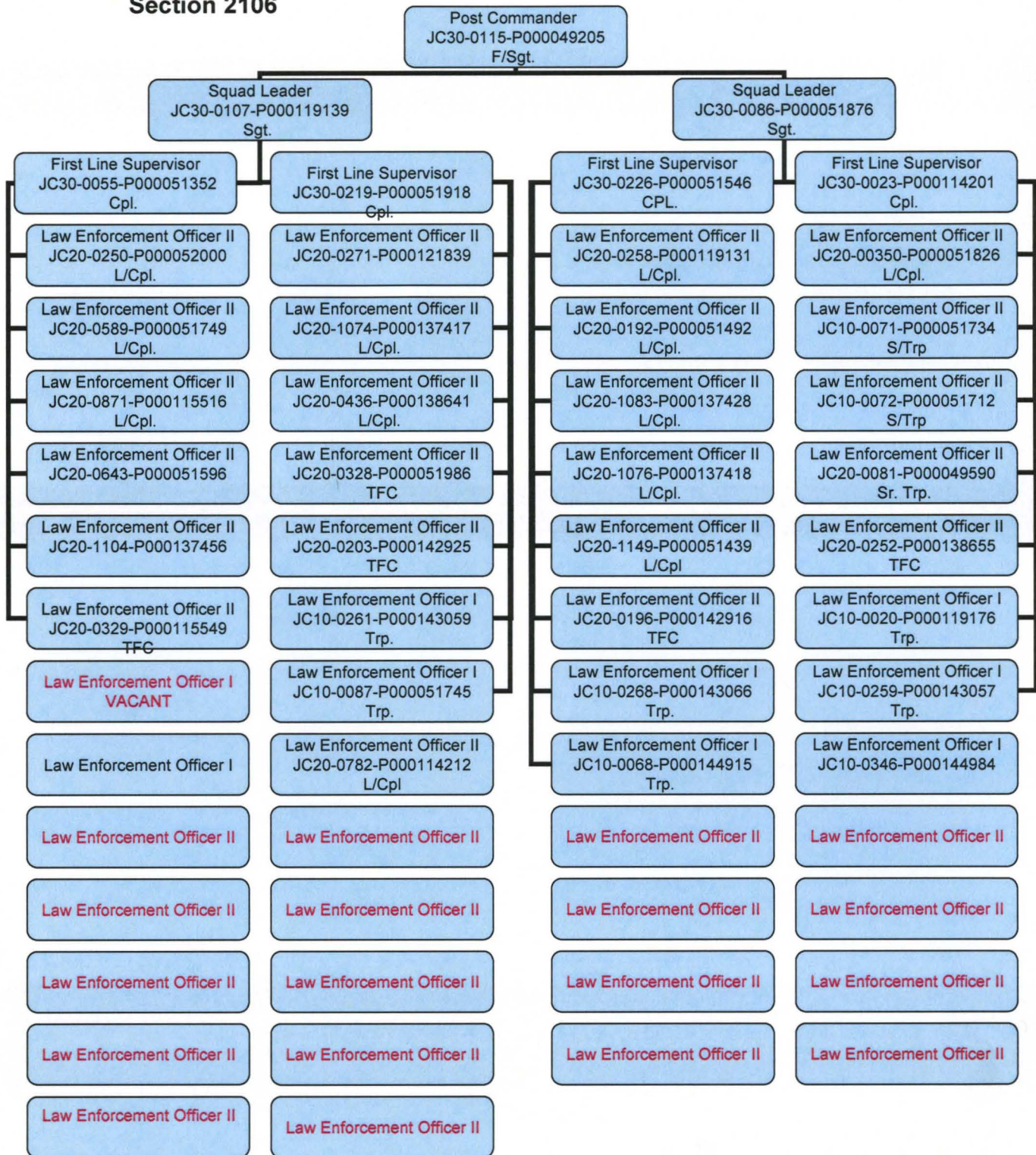
Troop Five – Post D Horry County



**South Carolina Highway Patrol
Section 2106
Troop Six– Headquarters**

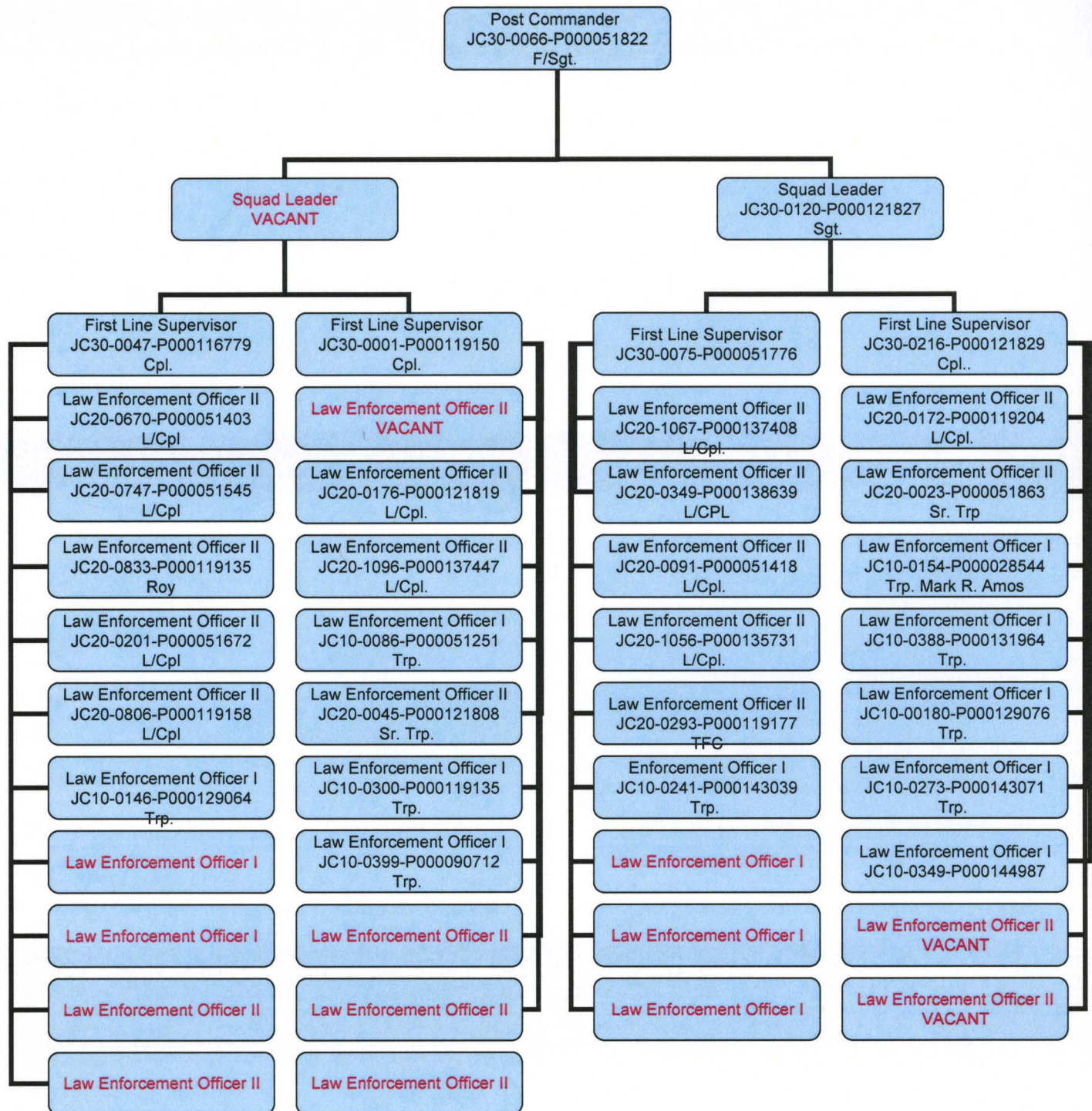


South Carolina Highway Patrol Section 2106



**South Carolina Highway Patrol
Section 2106**

**Troop Six – Post B
Colleton/Dorchester Counties**

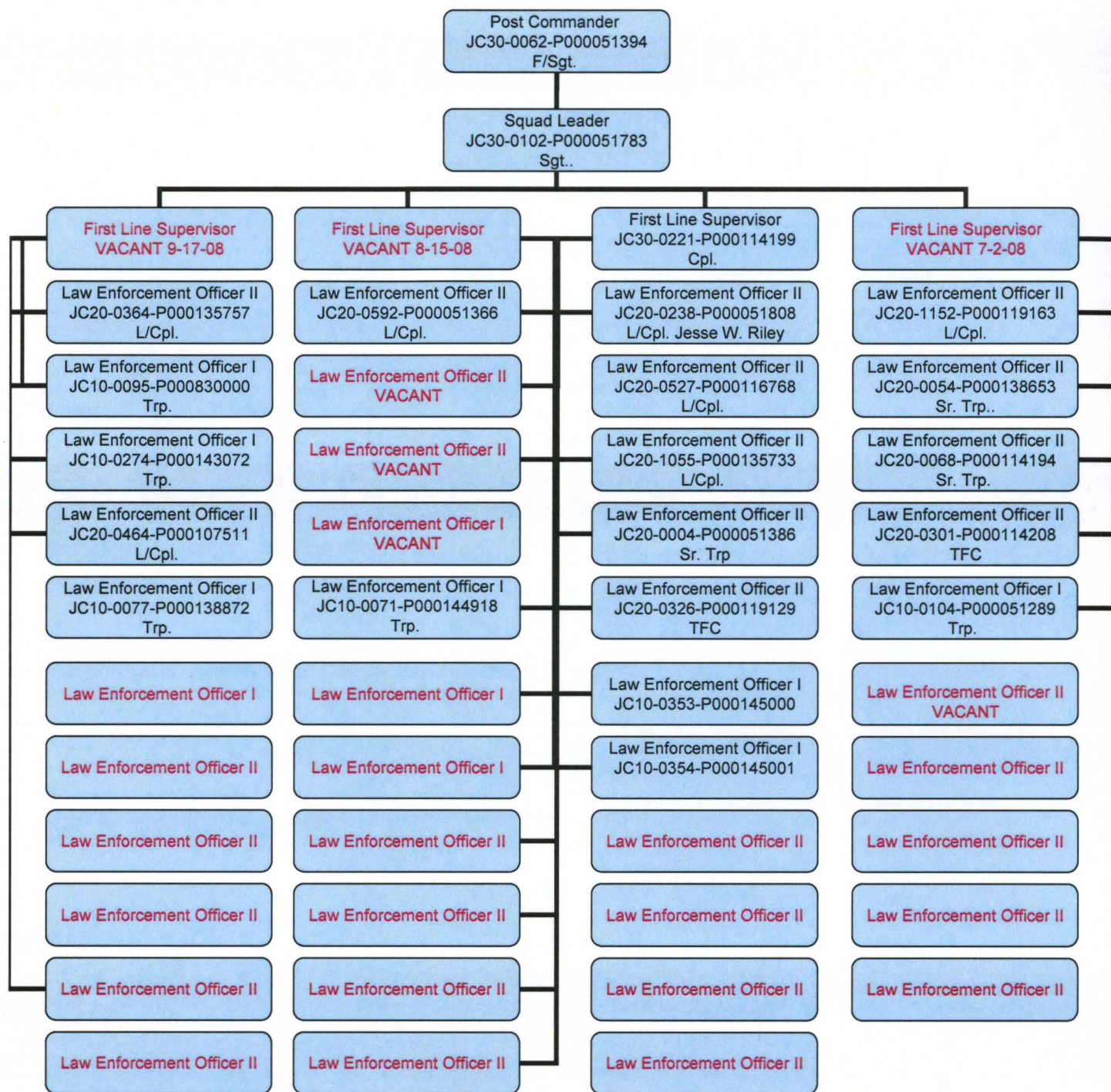


12/19/08

37

**South Carolina Highway Patrol
Section 2106**

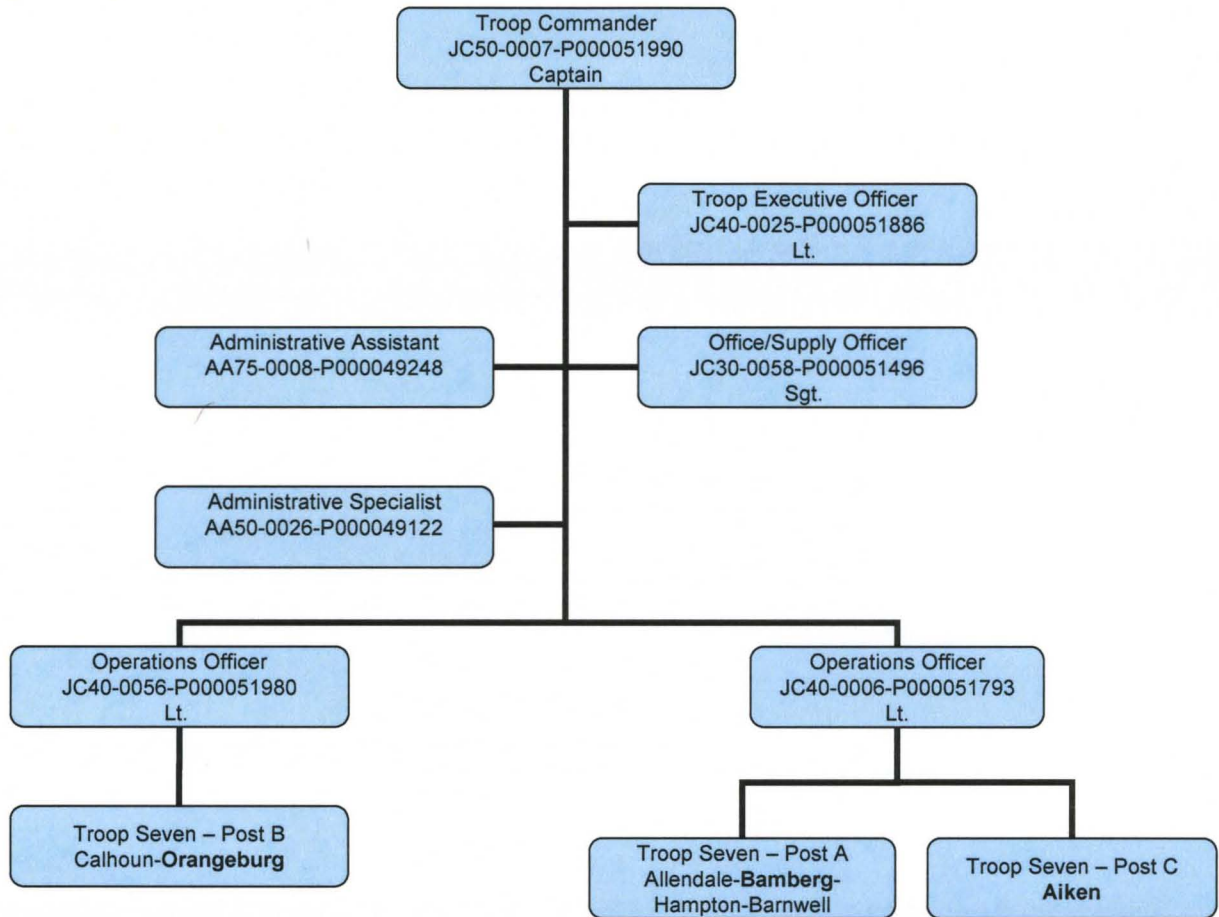
**Troop Six – Post C
Beaufort/Jasper Counties**



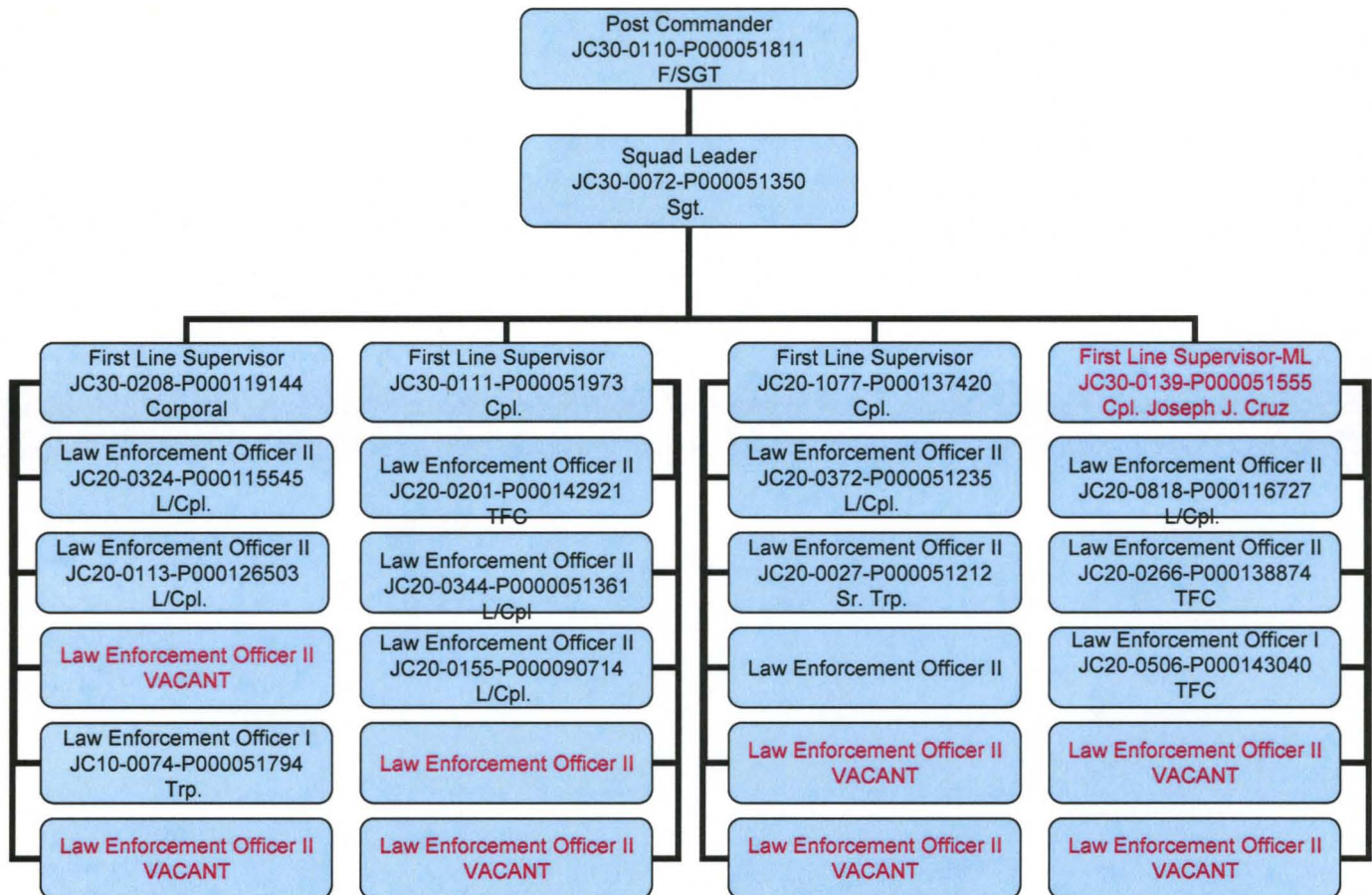
12/19/08

38

**South Carolina Highway Patrol
Section 2107
Troop Seven – Headquarters**



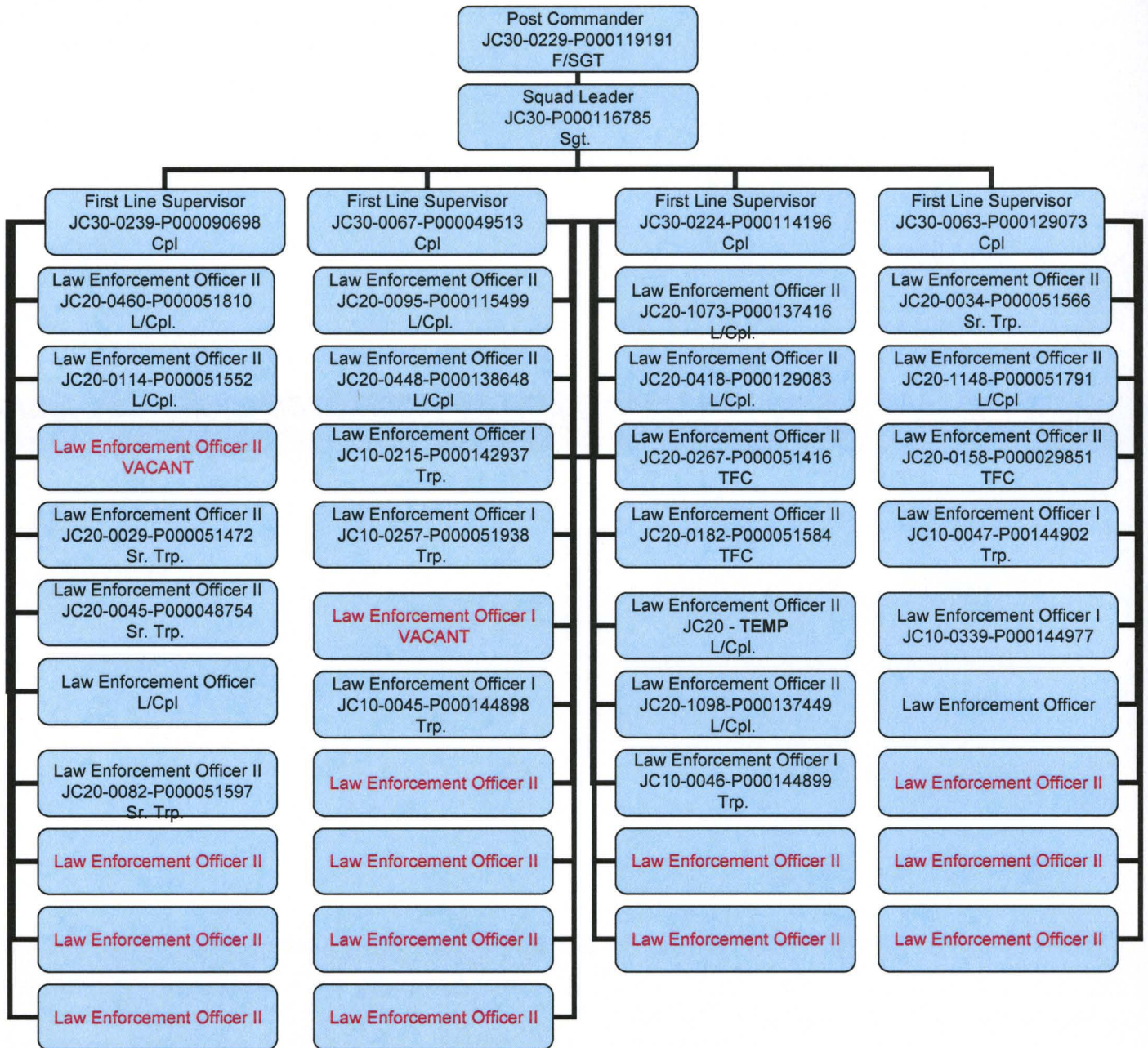
South Carolina Highway Patrol
Section 2107
Troop Seven - Post A
Allendale, Bamberg, Barnwell and Hampton Counties



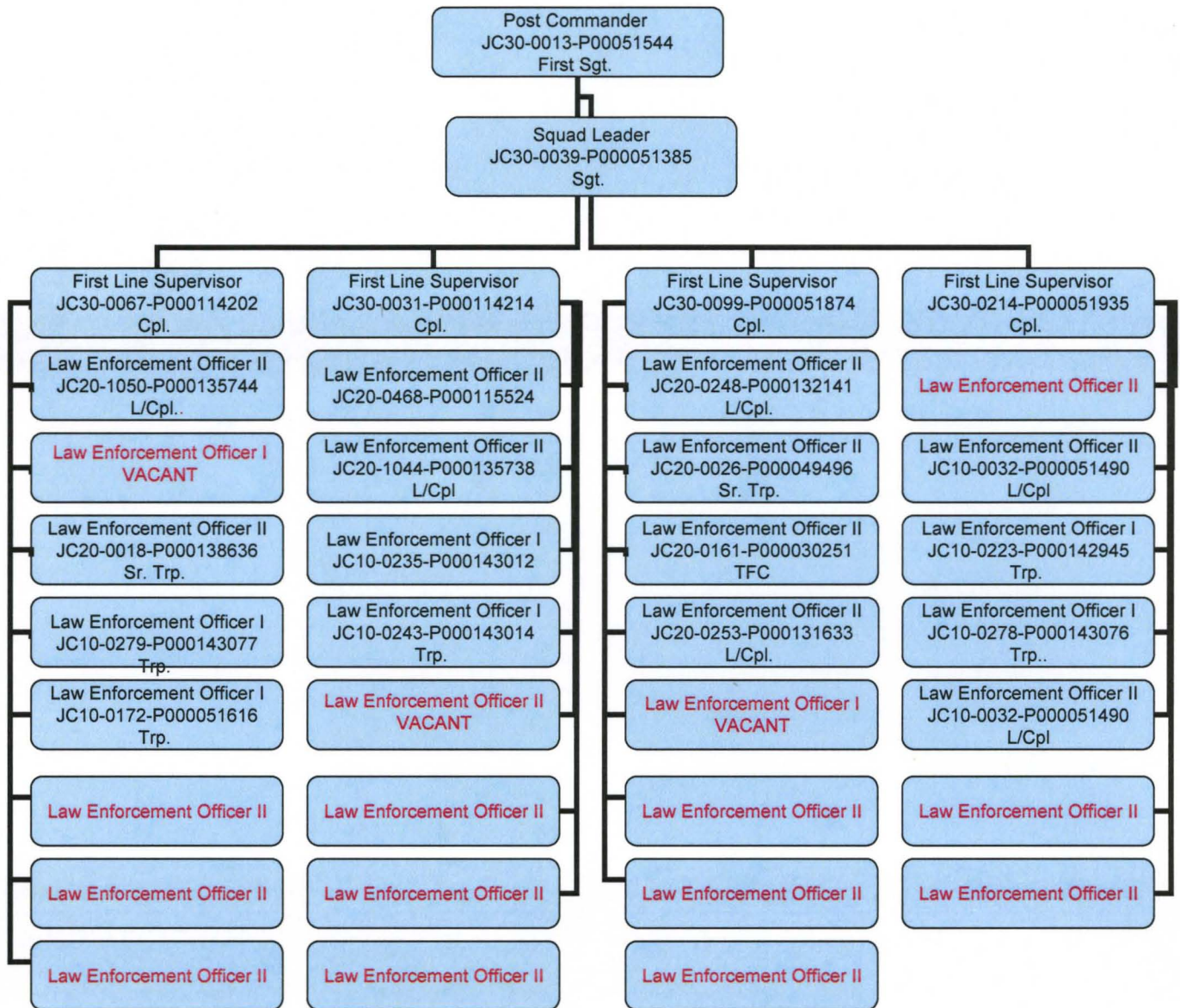
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40

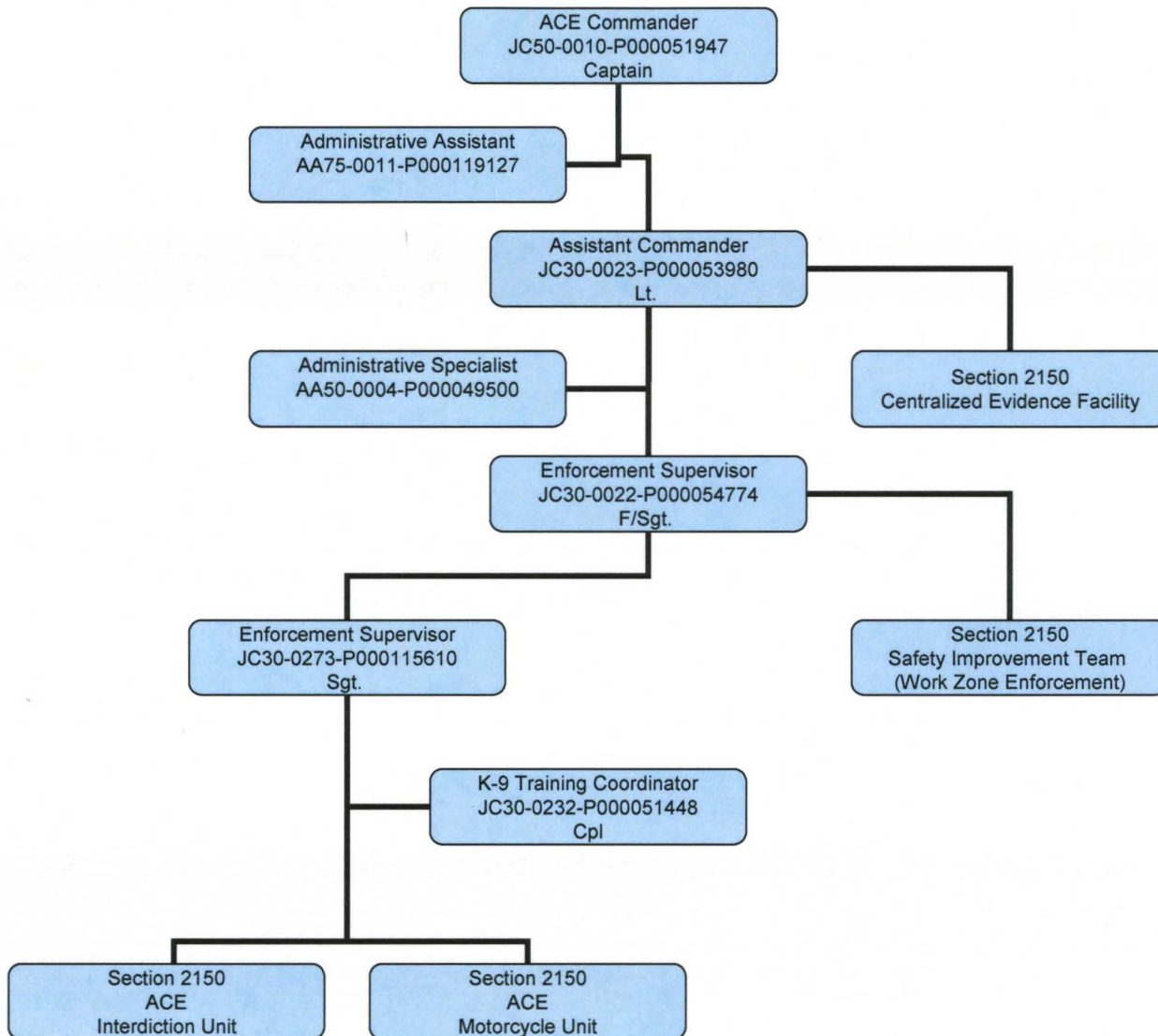
Troop Seven – Post B
Calhoun and Orangeburg Counties
South Carolina Highway Patrol
Section 2107



**South Carolina Highway Patrol
Section 2107
Troop Seven – Post C
Aiken**



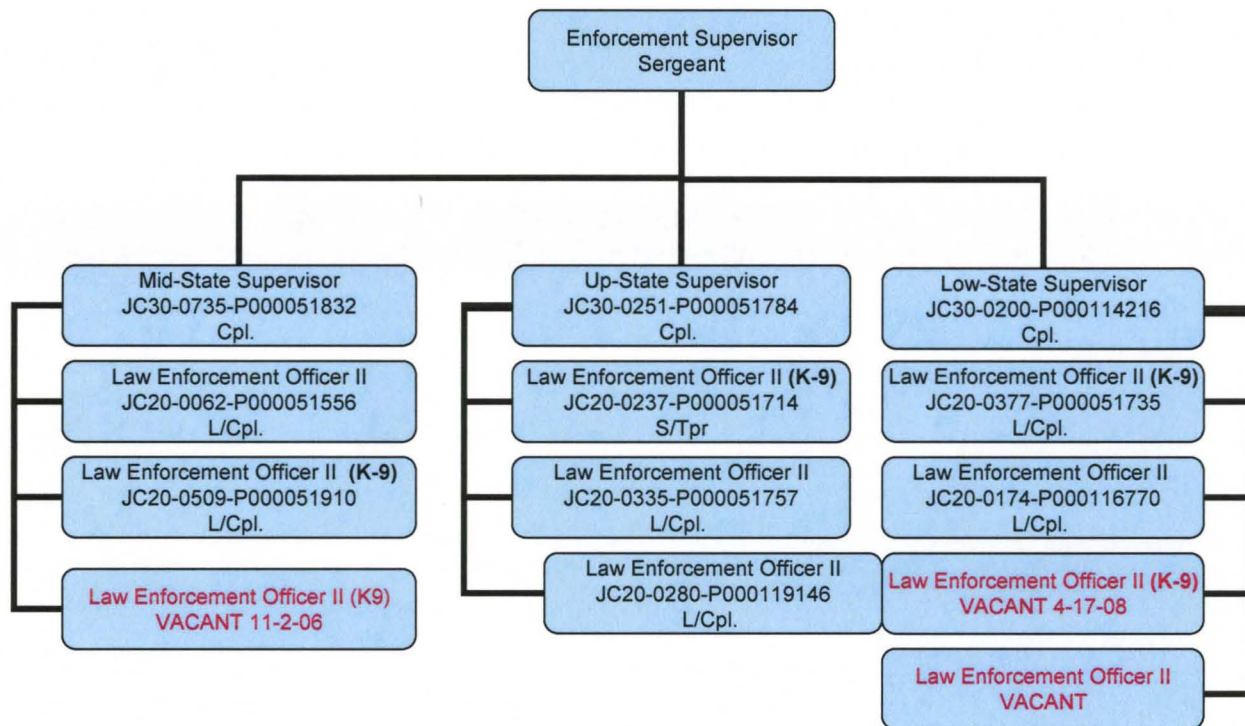
**South Carolina Highway Patrol
Section 2150
Troop Eight
Aggressive Criminal Enforcement
Headquarters**



12/19/08

43

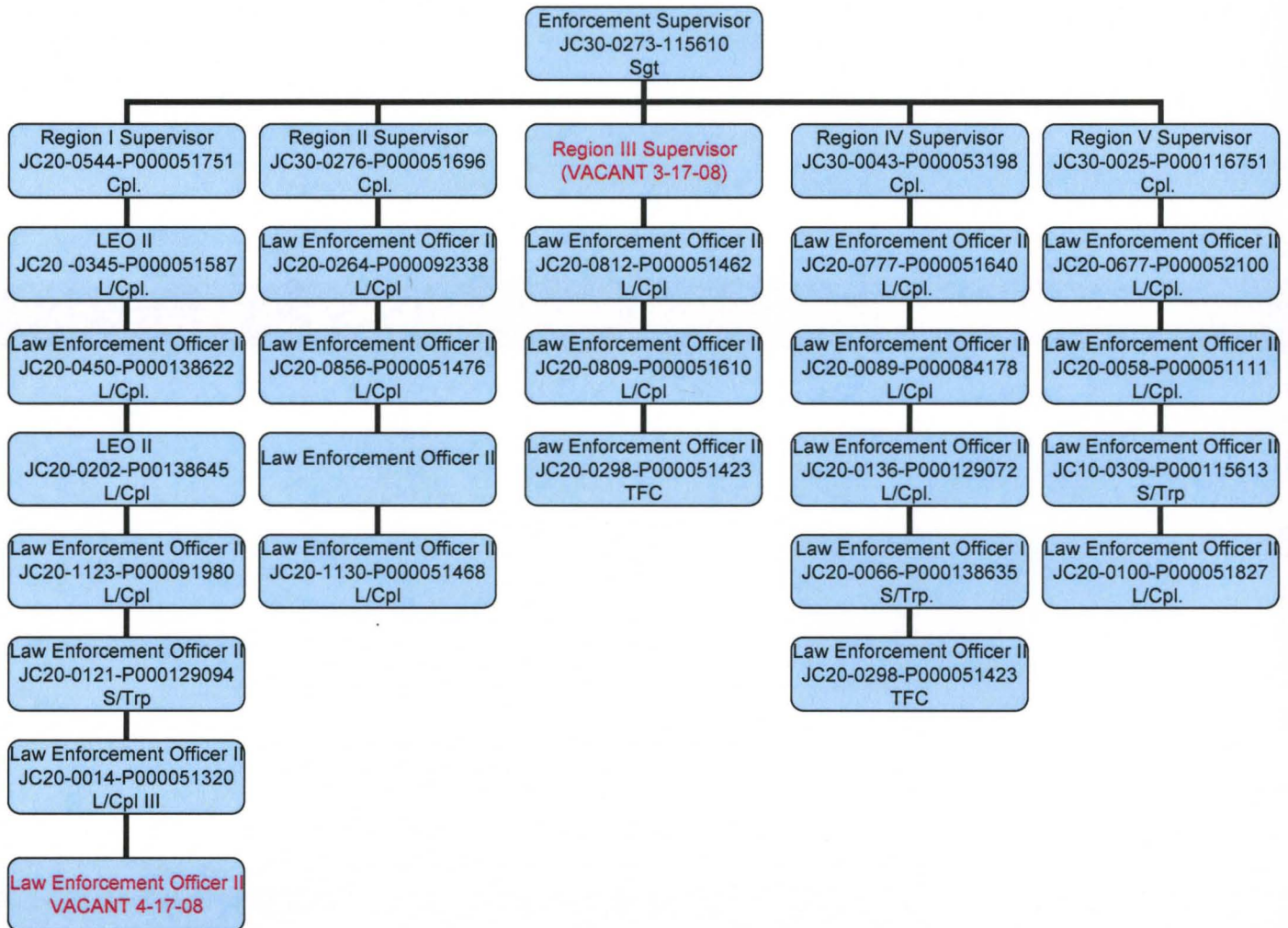
**South Carolina Highway Patrol
Section 2150
Troop Eight
Aggressive Criminal Enforcement
Interdiction Unit**



12/19/08

44

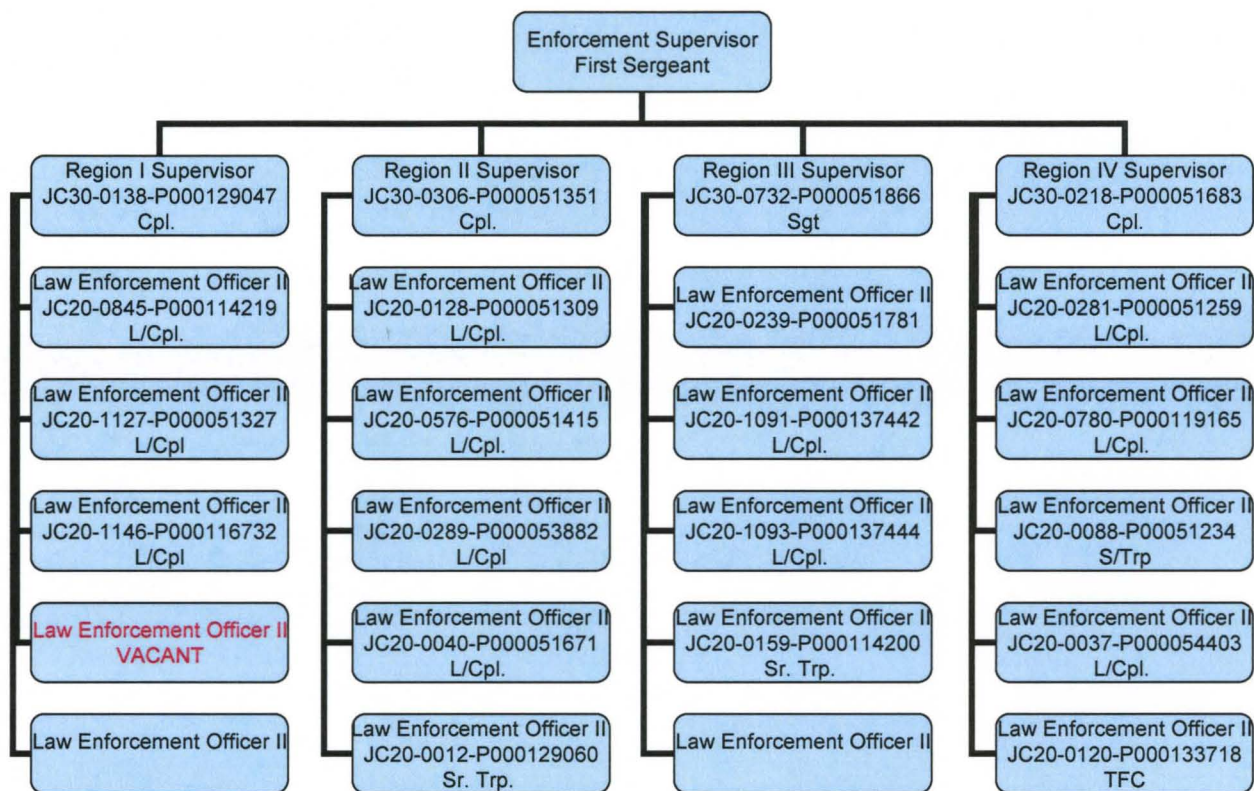
**South Carolina Highway Patrol
Section 2150
Troop Eight
Aggressive Criminal Enforcement
Motorcycle Unit**



12/19/08

45

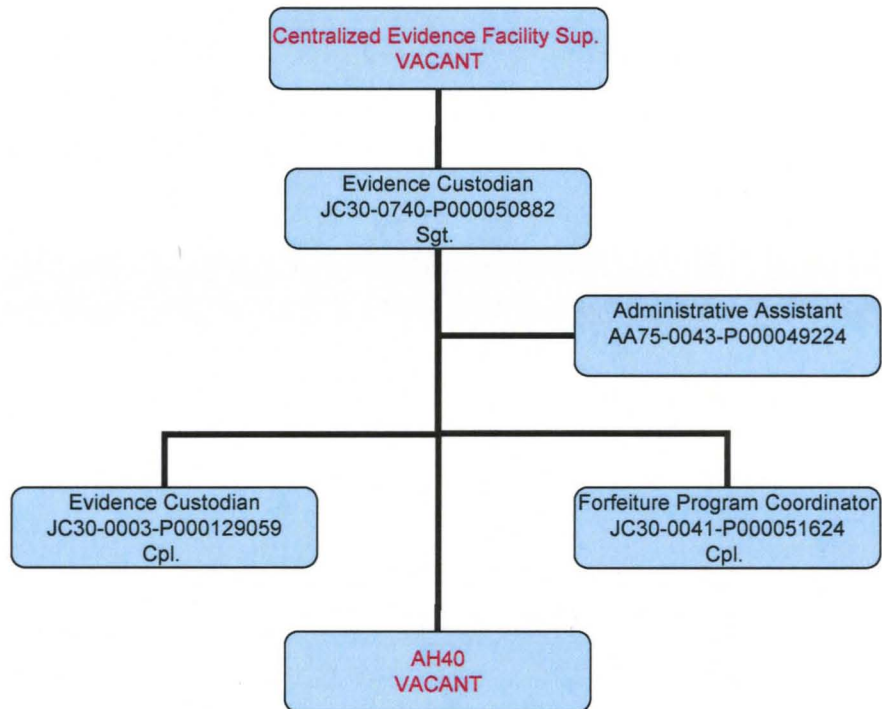
**South Carolina Highway Patrol
Section 2150
Troop Eight
Aggressive Criminal Enforcement
Safety Improvement Team
(Work Zone Traffic Enforcement)**



12/19/08

46

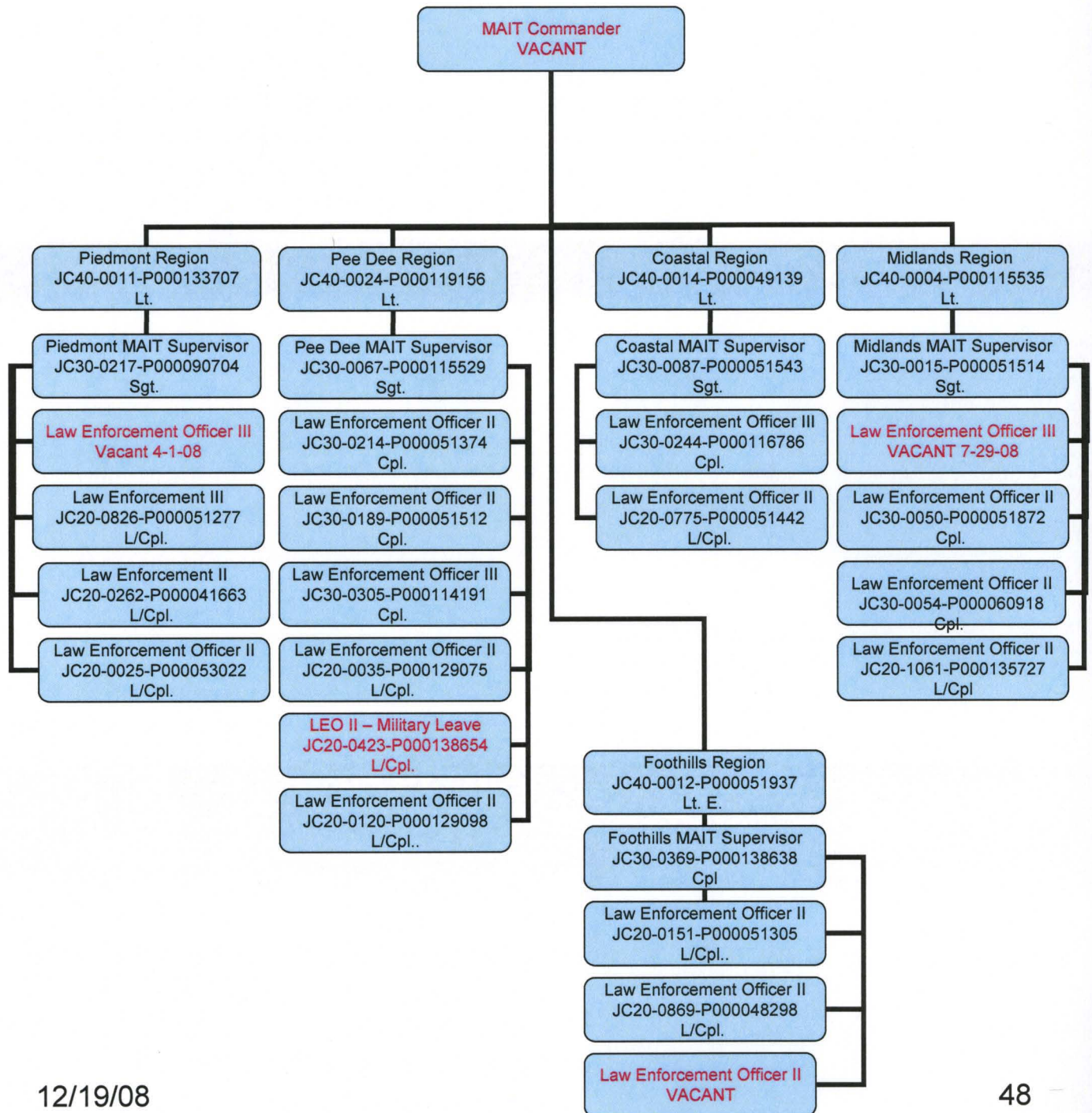
**South Carolina Highway Patrol
Section 2150
Troop Eight
Centralized Evidence Facility**



12/19/08

47

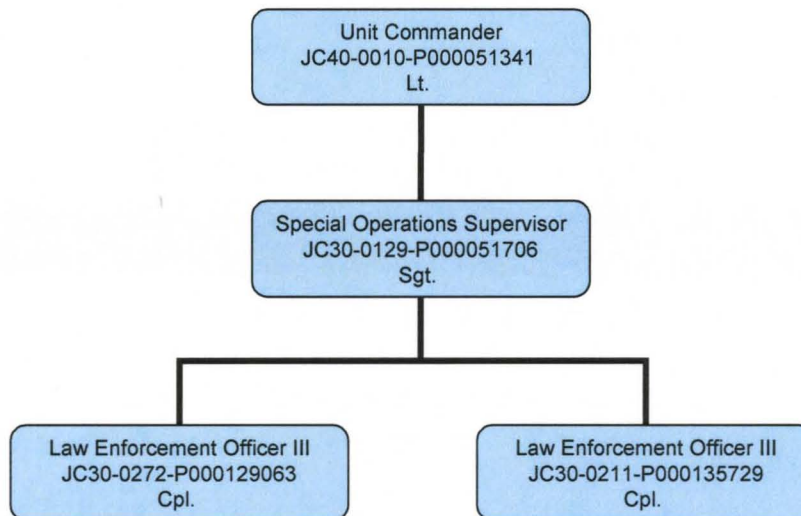
South Carolina Highway Patrol
Section 2108
Troop Nine
Field Enforcement
Multidisciplinary Accident Investigation Team (MAIT)



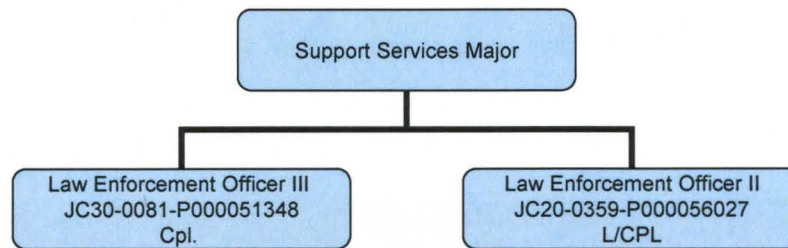
12/19/08

48

**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Special Operations Unit**



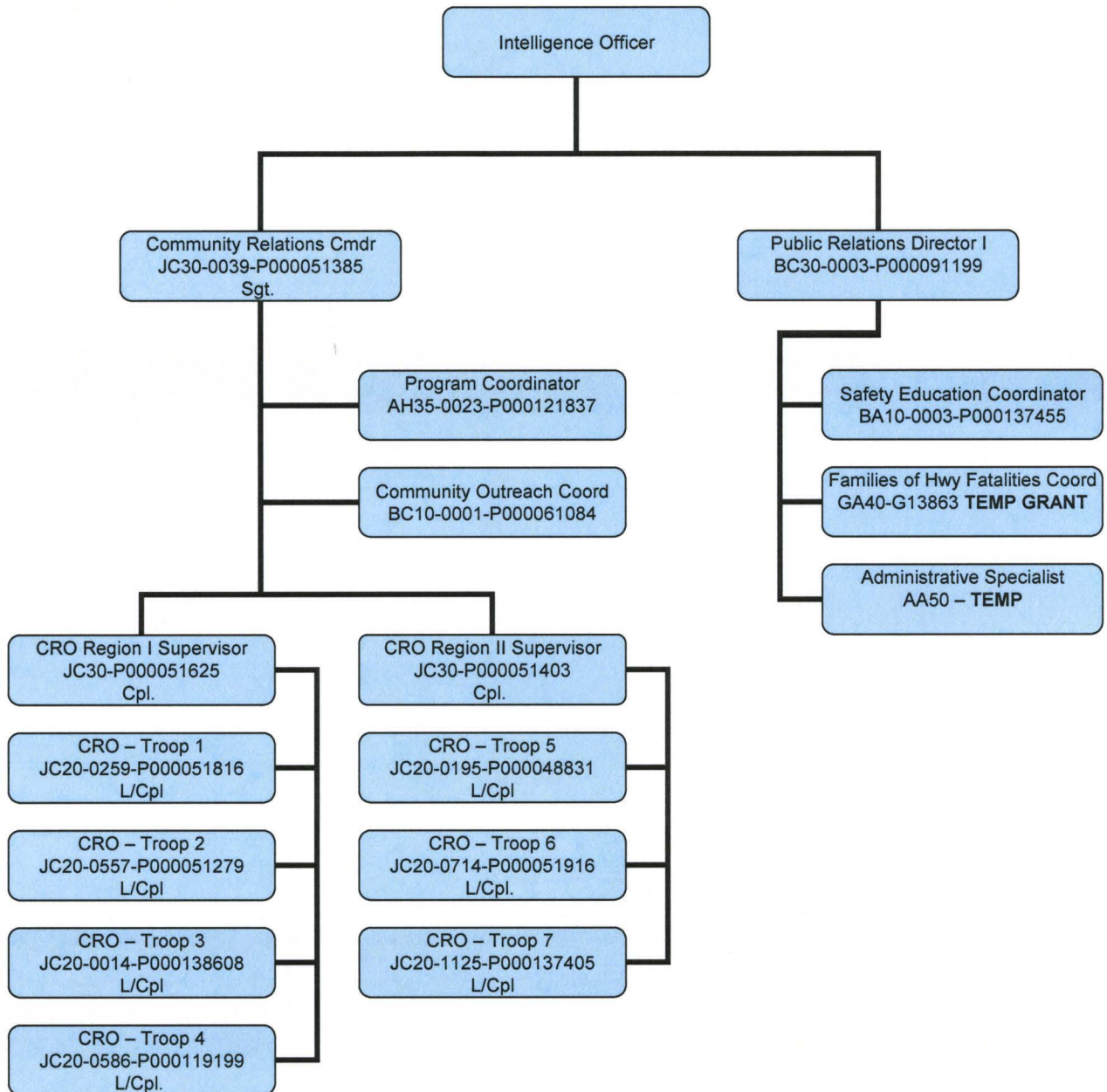
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Executive Protection Detail
Governor's Office**



12/19/08

50 —

**South Carolina Highway Patrol
Patrol Headquarters - Section 2108
Office of Community Relations**



12/19/08

51

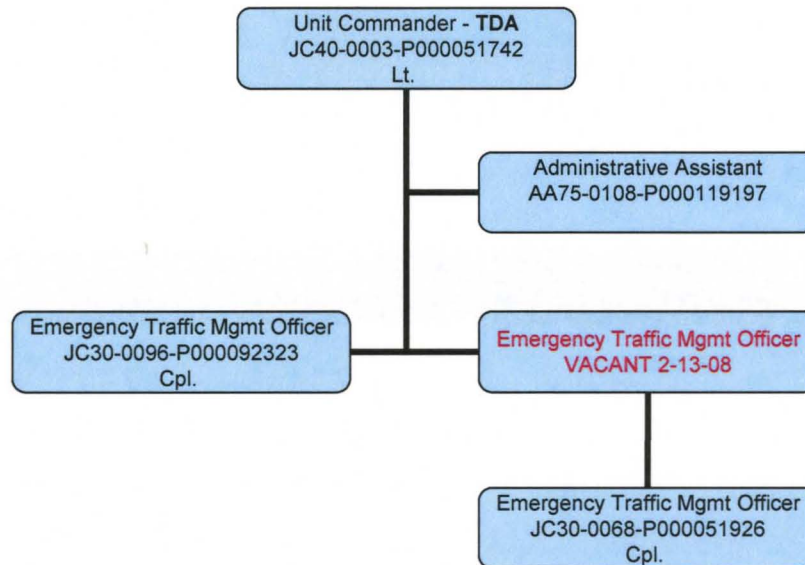
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Executive Protection Detail
Supreme Court/Blythewood Facility**

JC30-0141-P000051842
Sgt.

12/19/08

52 —

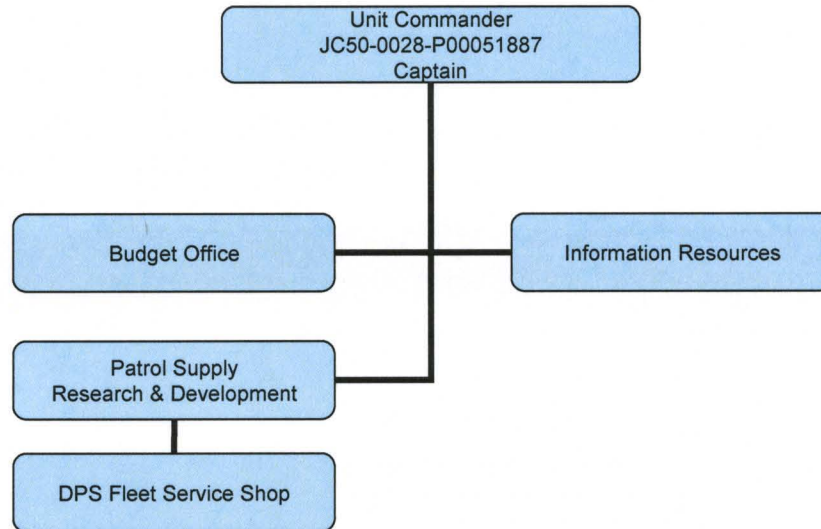
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Emergency Management**



12/19/08

53 —

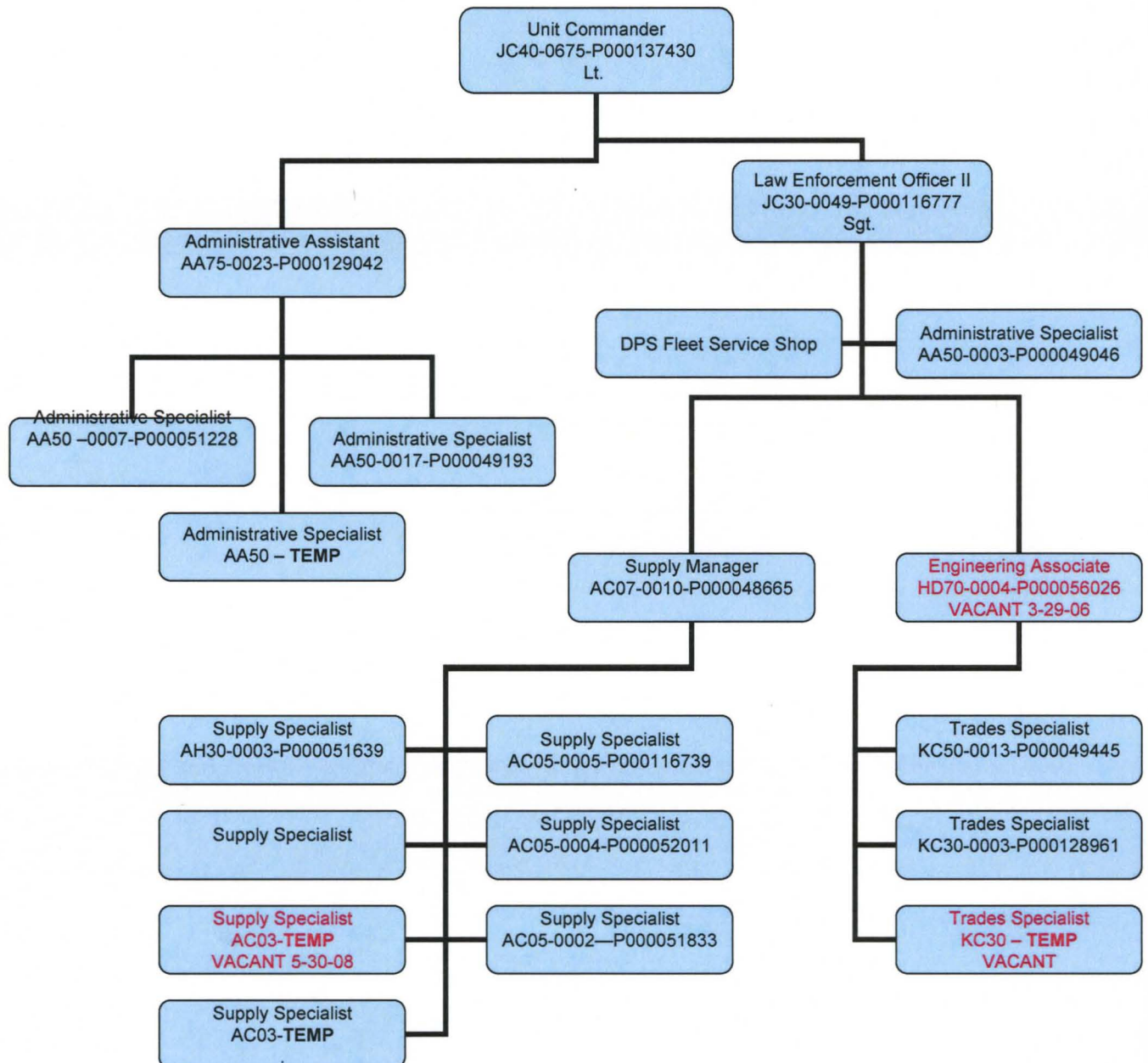
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Resource Management**



12/19/08

54

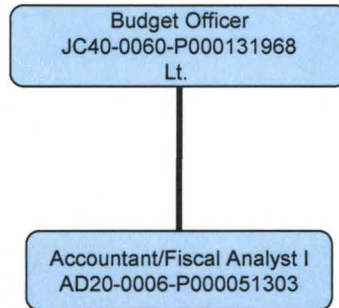
**South Carolina Highway Patrol
Section 2160
Patrol Headquarters
Support Services
Patrol Supply – Research and Development**



12/19/08

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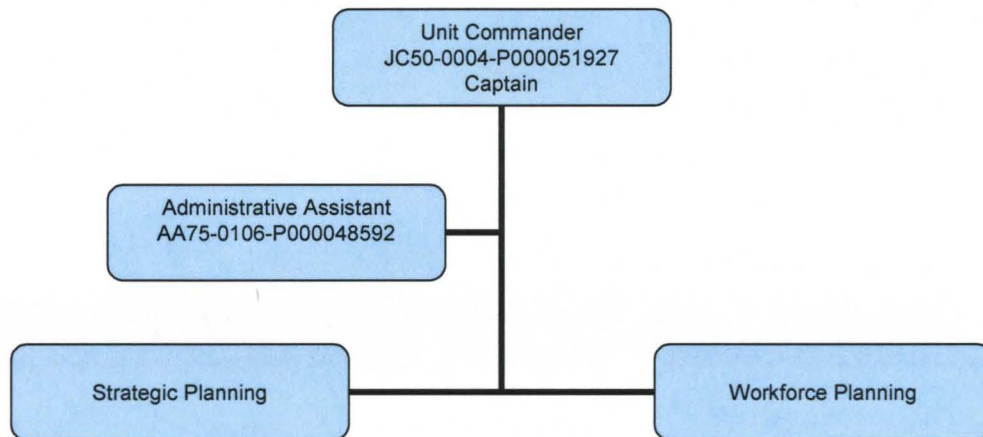
**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Budget**



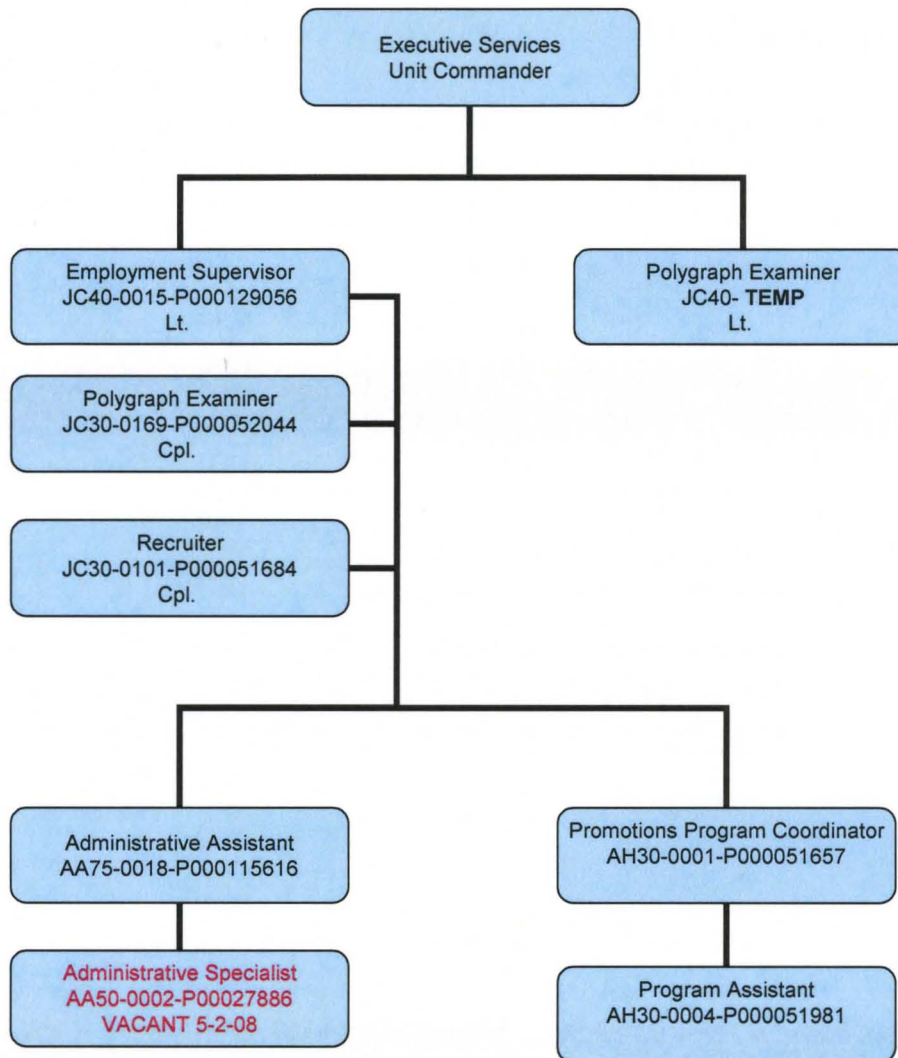
12/19/08

56

**South Carolina Highway Patrol
Section 2108
Patrol Headquarters
Executive Services**



**South Carolina Highway Patrol
Patrol Headquarters - Section 2108
Executive Services – Workforce Planning
Employment, Recruiting, & Office of Promotion Policy Administration**



12/19/08

58

Operational Definitions

- SCDPS:** South Carolina Department of Public Safety was established in 1993 it includes the South Carolina Highway Patrol, State Transport Police and the Bureau of Protective Services.
- Troops:** The South Carolina Highway Patrol is divided into Eleven Troops.
- Troop One - Clarendon, Kershaw, Lee, Lexington, Richland & Sumter Counties
Troop Two - Abbeville, Edgefield, Greenwood, Laurens, McCormick, Newberry & Saluda Counties
Troop Three – Anderson, Greenville, Oconee, Pickens & Spartanburg Counties
Troop Four – Cherokee, Chester, Chesterfield, Fairfield, Lancaster, Union & York Counties
Troop Five – Darlington, Dillon, Florence, Georgetown, Horry, Marion, Marlboro & Williamsburg Counties
Troop Six – Beaufort, Berkeley, Charleston, Colleton, Dorchester & Jasper Counties
Troop Seven – Aiken, Allendale, Bamberg, Barnwell, Calhoun, Hampton & Orangeburg Counties
Troop Eight – The Aggressive Criminal Enforcement Team (ACE)
Troop Nine – The Multi-disciplinary Accident Investigation Team (MAIT)
Troop Ten – Insurance Enforcement
Troop Eleven – Headquarters
- SCHP:** South Carolina Highway Patrol
- AL:** Annual Leave/Vacation time earned by employees based on their years of service
- OHR Spread Sheet:** Leave Year; Year the leave was lost
- Section: Troop One – 2101, Troop Two – 2102, Troop Three – 2103, Troop 4 – 2104, Troop Five – 2105, Troop Six – 2106, Troop Seven – 2107, Troops Nine and Eleven – 2108 and Troop Eight – 2150 (Troop Ten employees do not accrue leave hours annual or sick)
- EID: Identification Number for the employee
- Service Date: Employee's Hire Date

Leave Date: When the leave was lost

Type: 70 is annual leave lost, 96 is annual leave donated to the leave pool.

OHR: Office of Human Resources (SCDPS HR)

POST COMMANDER Holds the rank of First Sergeant; responsible for overseeing all operations within their assigned Post. All Post consists of one to four counties.

FTE: Full time employee

MAIT: Multidisciplinary Accident Investigation Team

HQ: Headquarters

ACE: Aggressive Criminal Enforcement

Direct Calls for Service: Provide troopers to respond to accidents, stranded motorist and other first response incidents.